

**[PF-35] Verify Work Shifts functionality**

Created: 18/Apr/23 3:43 PM - Updated: 22/Jun/23 2:05 PM - Resolved: 22/Jun/23 2:05 PM

<b>Status:</b>	Done		
<b>Project:</b>	Project final		
<b>Component/s:</b>	None		
<b>Fix Version/s:</b>	None		
<b>Type:</b>	Task	<b>Priority:</b>	Medium
<b>Reporter:</b>	Sabina Gabor	<b>Assignee:</b>	Unassigned
<b>Resolution:</b>	Done	<b>Votes:</b>	0
<b>Labels:</b>	None		
<b>Original Estimate:</b>	Not Specified		
<b>Remaining Estimate:</b>	Not Specified		
<b>Time Spent:</b>	Not Specified		

**Description**

In this feature the HR Admin can define work shifts for an individual or a group of employees. To add an entry, go to Admin>> Job>> Work Shifts and click "Add" and a screen as shown in Figure 2.4 would appear.

Click "Save" once the fields are added.

You may assign employees to the particular shift by selecting the employee's name from the "Available Employees" box and "Add" him/her to the "Assigned Employees" box.

\*Note: An Employee list needs to be created first under the PIM Module before assigning employees to a particular work shift.

### Add Work Shift

Shift Name \*

Day Shift

Hours Per Day \*

9

Available Employees

Peter Anderson

Jennifer Brown

Russel Hamilton

Kevin Mathews

Anthony Nolan

Ryan Parker

Harshani Silva

Nick Silverstone

Assigned Employees

Mark Boucher

Add >>

Remove <<

\* Required field

Save

Cancel

**Figure 2.4: Add Work Shift**

A list of work shifts as shown in Figure 2.5 would appear once a “Work Shift” is added. To view Work Shift details, click on “Work Shift” name. You may also add multiple entries of work shifts.

Work Shifts		
<div>AddDelete</div>		
<input type="checkbox"/>	Shift Name	Hours Per Day
<input type="checkbox"/>	Night Shift US	9.00
<input type="checkbox"/>	Day Shift US	9.00

**Figure 2.5: Work Shifts List**

To delete a work shift click on the check box next to the “Work Shift” name. It is also possible to delete multiple entries at the same time by clicking the check box entries you wish to delete and simply clicking “Delete”.

Attachments

Add Work Shift

Shift Name \*

Day Shift

Hours Per Day \*

9

Available Employees

Peter Anderson

Jennifer Brown

Russel Hamilton

Kevin Mathews

Anthony Nolan

Ryan Parker

Harshani Silva

Nick Silverstone

Assigned Employees

Mark Boucher

Add >>

Remove <<

\* Required field

Save

Cancel

Figure 2.4: Add Work Shift

Fig. 2.4.png (78 kB)

Work Shifts

Add

Delete

<input type="checkbox"/>	Shift Name	Hours Per Day
<input type="checkbox"/>	Night Shift US	9.00
<input type="checkbox"/>	Day Shift US	9.00

Figure 2.5: Work Shifts List

Fig. 2.5.png (33 kB)

- Links
- Relates

<i>relates to</i>	<a href="#">PF-36</a>	Verify if you can add a Work Shifts and the list of work shifts appears	Done
<i>relates to</i>	<a href="#">PF-37</a>	Check the presence of the fields from the Add Work Shift page	Done
<i>relates to</i>	<a href="#">PF-38</a>	Verify if you can assign employees to the particular shift	Done
<i>relates to</i>	<a href="#">PF-40</a>	Verify if you can delete one Work Shifts or multiple at the same time	Done
<i>relates to</i>	<a href="#">PF-69</a>	The "Available Employees" field on the Add Work Shift page isn't present	Done
<i>relates to</i>	<a href="#">PF-70</a>	There wasn't "Employees Available" box and "Employees Allocated" box to be able to assign employees	Done
<i>relates to</i>	<a href="#">PF-4</a>	Verify Job functionality	Done