



SHARPOLEX
DESIGN SOLUTIONS
Transforming Brands

Portal Monthly Report

Client: Andest LLC

DATE: 2nd /December/2022

Requested Enhancements

Ability to assign shifts directly to employees

We received requests to come up with a system enhancement that would allow the admin to be able to assign posted shifts to employees.

The feature was developed and deployed to the live environment.

The screenshot displays the 'Employee Shift Assign' form with the following fields and values:

Shift Date	Take Date	Owner	Status	Approval
12/1/2023 12:00:00 AM	1/1/0001 12:00:00 AM	Mura	Open	Approve

Owner Mail	Staffing_Agency	Emp_Mail	Certification
marucharis@gmail.com	--	--	Dietician

Facility Name	IsFullDay	Latitude	Longitude
Shargolex Designs	1	-45.303218	93.5547381

location: Elk River, MN, USA

Buttons: Approve & Assign Shift Back to List

Select Employee to assign Shift

- Select Employee--
- James M
- Wanjiru
- Francis
- Isabel
- Stacy Doe
- Leo
- Mercy Wairimu
- Kane Brown

An arrow points to the dropdown menu with the text: Admin can select the employee to assign the shift

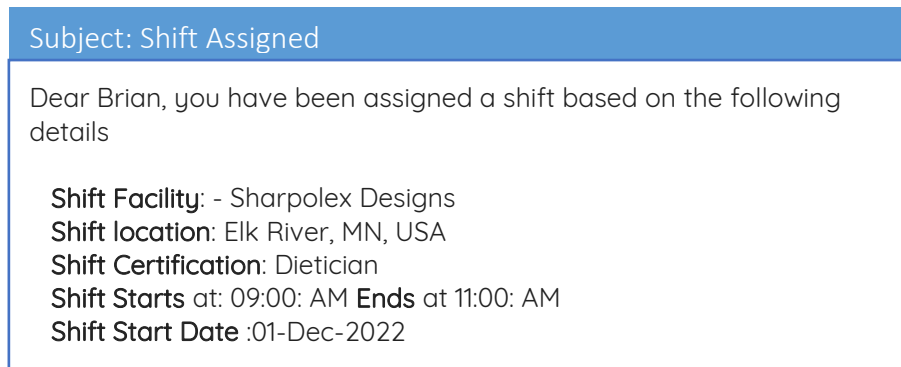
Auto email assigned employee on admin shift assign

We as well went ahead on the initial request on providing a platform to assign shifts directly to employees and as well enabled the portal to auto send a notification mail to the selected employee.

Reason

The reason behind this is simply alert the selected employee that a shift has been assigned to him/her.

The received mail to the employee will have the following format.



Shifts Dashboard

This is was an added feature that come in helping to analyze the shifts data to allowing the Andest team to gain critical insights that will as well assist in better decision making.

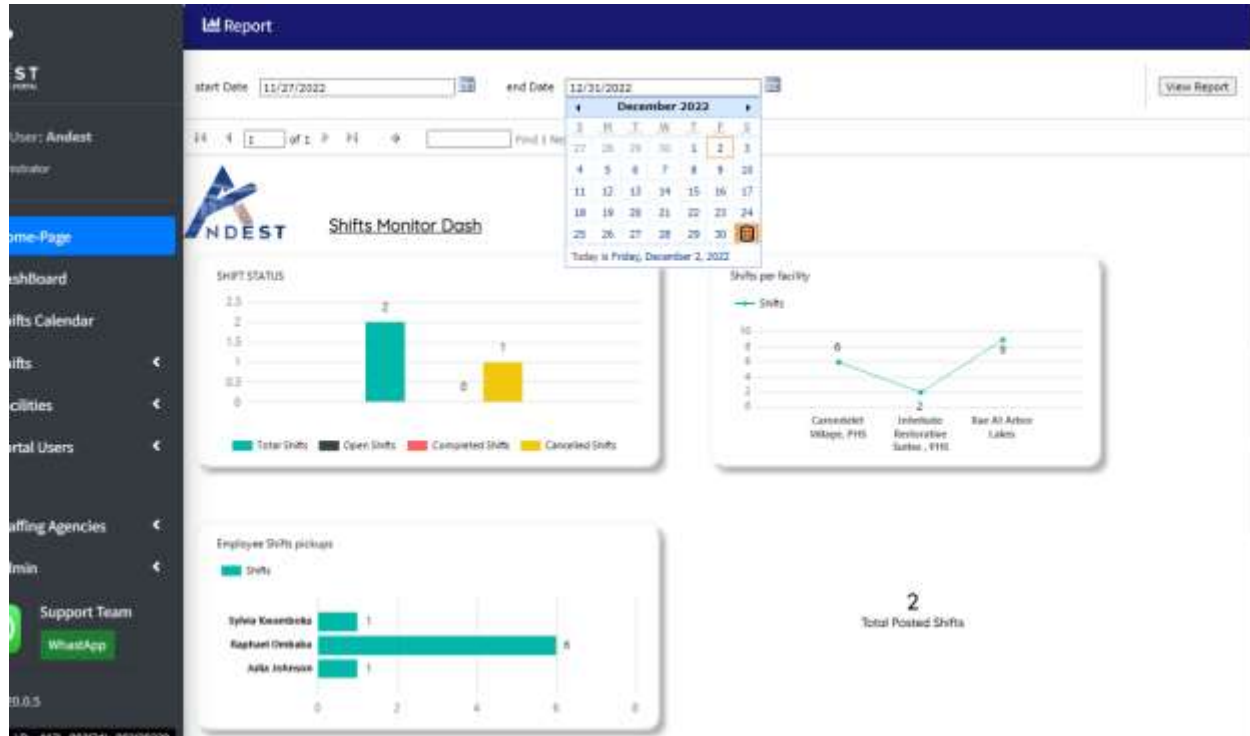
In simply terms, the added dashboard comes in handy to give information in a summarized manner.

We are as well open to any other suggested dashboards you may like us to have the data analyzed.

Currently we have the following items on the dashboard.

- **Shifts monitor Dash** –showcases information based on count on the shift status i.e. Total shifts, Open shifts, Completed shifts and Cancelled shifts.
- **Shifts per facility** –showcases the number of total shifts per the various facilities
- **Employee shifts pickups** –showcases the actual number of assigned and pickup shifts per employee.

Sample Image

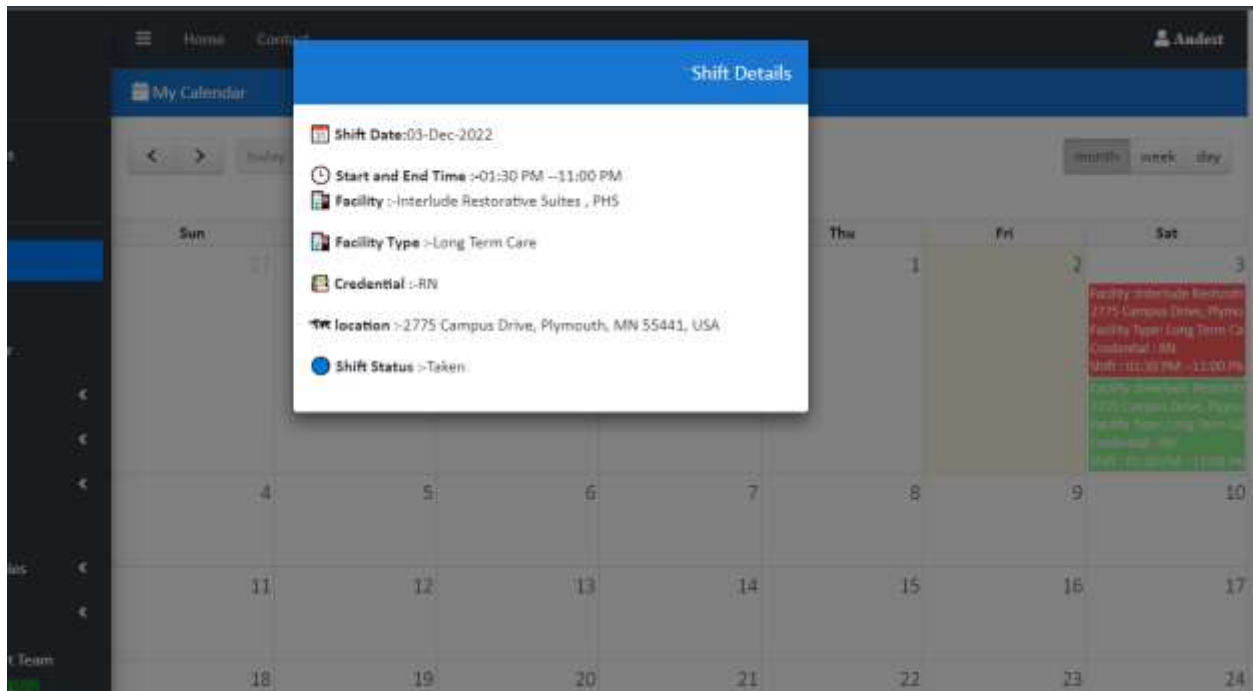


N/B The added dashboard has the date's filters to allow you to be able to get analyzed data based in the needed period's i.e from and to.

Customized the Calendar Section

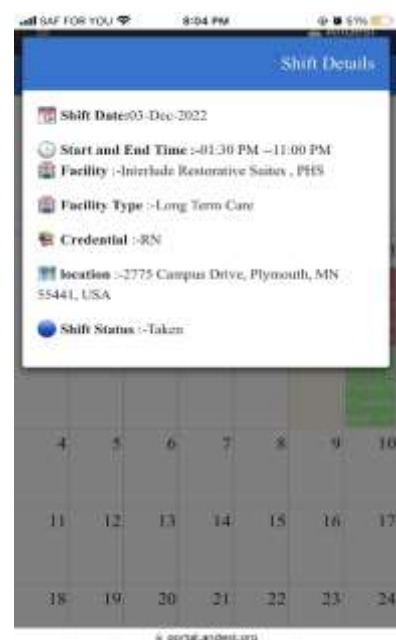
We went ahead as well and improved the calendar section in that currently you are able to click on a particular shift and the shift will open up a window to allow you to view the shifts details on the go.

Sample Image



The enhancement was simply to allow visibility to the shifts details on the go; the feature has been added to all calendars i.e admin, employees and facilities.

N/B The feature is as well flexible to all other devices.



Overall summary

At the moment we believe the portal is fully functional and we are always ready to come in to sort out any concerns raised or as well any other enhancements requested of us.