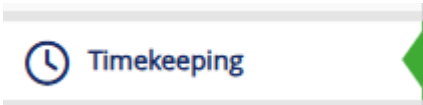


Timekeeping

Last updated by | David Mishler Gomocho | Apr 28, 2025 at 10:20 AM GMT+2



Timekeeping



Timekeeping

Start date: 04/20/2025 End date: 04/26/2025 Engineers: Select Engineer **SEARCH**

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Drag a column header and drop it here to group by that column

Engineer	Shift type	Start date	End date	Duration	Utc offset	Edit
▶ Ekta Shah	Normal service	4/22/2025 6:50 PM	4/23/2025 2:20 AM	000.07:30	420	
▶ Lester Navaro	Normal service	4/22/2025 8:24 PM	4/22/2025 8:25 PM	000.00:01	420	
▶ Lester Navaro	Normal service	4/22/2025 10:43 PM	4/22/2025 10:43 PM	000.00:00	420	

What is the "Timekeeping: Adjust Shift" function/option?

- This function allows users to search for a specific shift based on start and end date and specific engineer(s)
- Users then have a full overview of the searched shift(s) including, order number, labor status, start and end date and time.
- Users have the ability to edit and adjust the shifts as needed.
- Timekeeping User – Allows the portal user to view the labor times on an order, and allows the app user to track their time.
- Timekeeping Editor – Allows the user to modify the labor times on an order.

Why does a customer want to use the "Adjust Shift" option?

- This function gives the customer a full overview of engineer activity, work order progress, and efficiency.
- It is another set of data that allows the user to monitor the efficiency of their operation.