

HRF022

Time Sheet Approval

Accelerate your internal approval processes (employee and/or approver related ones) in enabling each role involved to initiate an approval process in order to bring it to an end. This will support your organisation in terms of time critical approvals (in this solution the approval of time sheets) to let it take part of the next payroll run.

Solution Description

The HRFORCE-Solution "Time Sheet Approval" enables you to approve time slips per period. Hence time data may be confirmed, and periods become closed from a time management perspective. You will get prompted automatically without any additional manual effort.

The overall process, starting with the employee's release until the manager's approval, is designed as a fully automated workflow that offers the highest possible grade of efficiency and traceability.

Implemented Functionalities

RELEASE BY EMPLOYEE

Each employee must prove the accuracy of his time sheet, before it will be forwarded for approval.

APPROVAL BY MANAGER

After the employee's review the manager can approve the time sheet.

WORKFLOW APPROVAL

The Time Sheet Approval is a workflow supported process to keep processing times as short as possible.

Client Advantages

Fully automated processing of time management periods

Forms the basis for closing Time Management periods

Operation will be executed via workflow and enables a comprehensible and fast process.

Expandability due to WebDynpro ABAP technology available