

FREQUENTLY ASKED QUESTIONS

COSEC

What
When
Which
Where
How
Who
Why



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How to change shift on week off/Paid holiday or to remove WO/PH using Shift changer?

I have already installed all the required IIS components and its features for COSEC Applications. The application is working fine but I want to know that how to change shift using shifty changer.



To change Shift from shift changer and go to Shift & Schedule →
Utilities → Shift Changer

ACTUAL SHIFT SHEET.

Highlighted WO needs to be changed

User id	User Name	01-May-2015	02-May-2015	03-May-2015	04-May-2015	05-May-2015	06-May-2015
		Fri	Sat	Sun	Mon	Tue	Wed
1	USER-1	GS	GS	WO	GS	GS	GS

- How to change shift on week off?

Following changes has to be made to assign NS shift on week off and then import file.

User id	User Name	01-May-2015	02-May-2015	03-May-2015	04-May-2015	05-May-2015	06-May-2015
		Fri	Sat	Sun	Mon	Tue	Wed
1	USER-1	GS	GS	NS	GS	GS	GS

- How to remove week off/Paid holiday?

Following changes has to be made to remove week off/paid holiday and then import file.

User id	User Name	01-May-2015	02-May-2015	03-May-2015	04-May-2015	05-May-2015	06-May-2015
		Fri	Sat	Sun	Mon	Tue	Wed
1	USER-1	GS	GS	Normal	GS	GS	GS

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