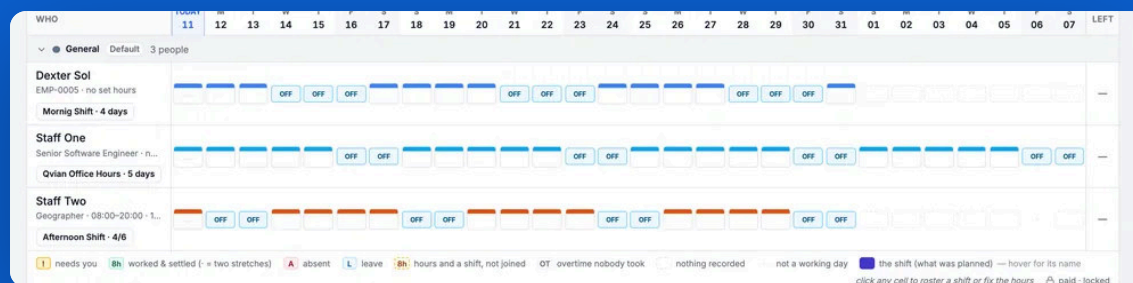
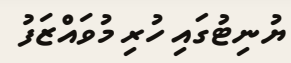




رَوَجِ ارَسَر
رَوَجِ ارَسَر

بُورِ سَدِ رَسَر 4 رَوَجِ ارَسَر رَوَجِ ارَسَر رَوَجِ ارَسَر
رَوَجِ ارَسَر رَوَجِ ارَسَر



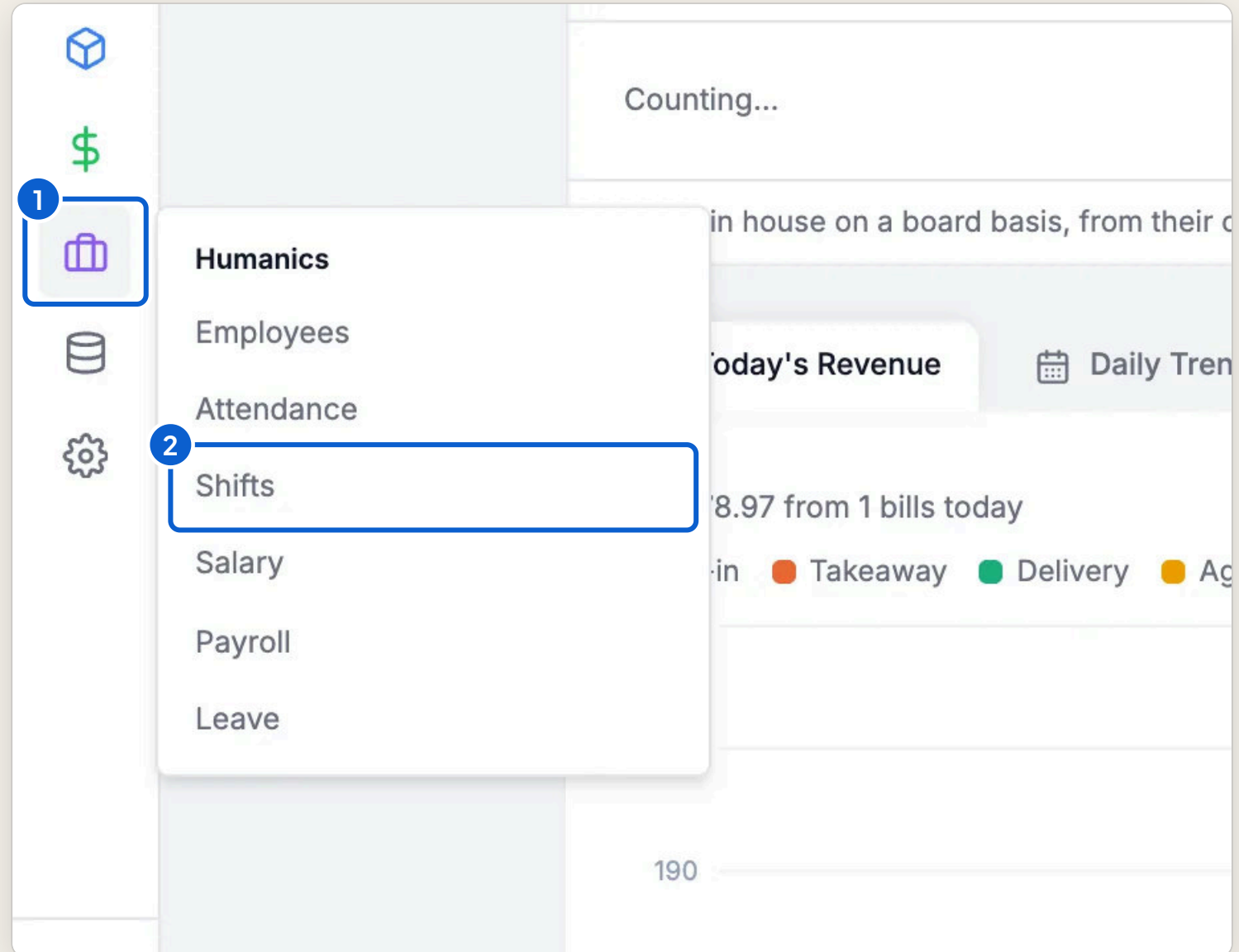
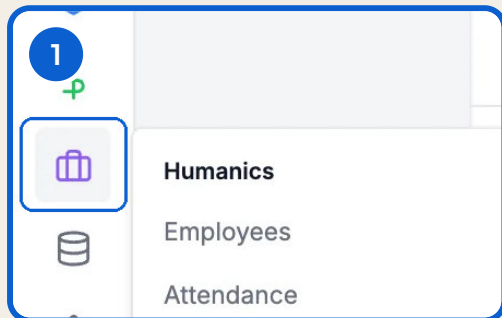




Shifts 1

Humanics 1

Shifts 2





بۇ يەردە سىزنىڭ ئورۇنلارنىڭىزنىڭ بىر قىسمىنى كۆرسىتىمىز.

2

Shifts

The named blocks of hours your units run, across Qvian Enterprises

Put people on shifts in Attendance →

Presets Swaps

A preset is a named block of hours — Opening 06:00–14:00 — that you drop onto a day in one tap from the attendance grid. Its times are copied onto the day, so editing a preset never changes what past days were measured against. A unit's grid offers the presets pinned to it, the org-wide ones, and any it has already used.

9 presets

1 + New preset

PRESET	CODE	HOURS	PAID	SCAN WINDOW ⓘ	STATUS
● Mornig Shift	MOR	05:00–13:00	8h	30m before – 2h after	Active
● Opening	0600–1400	06:00–14:00	8h	30m before – 2h after	Active
● Qvian Office Hours	QOH	08:00–16:00	8h	30m before – 2h after	Active
● Mid	0900–1900	09:00–19:00	10h	30m before – 2h after	Active
● Morning Late	MRL	09:00–17:00	8h	30m before – 2h after	Active
● Relief	1100–1500	11:00–15:00	4h	30m before – 2h after	Active
● Afternoon Shift	AFT	13:00–21:00	8h	30m before – 2h after	Active
● Closing	1400–2200	14:00–22:00	8h	30m before – 2h after	Active
● Grave Yard 🌙 overnight	GRV	21:00–05:00	8h	30m before – 2h after	Active

1 New preset رەنەزىمىزنىڭ

بۇ يەردە سىزنىڭ ئورۇنلارنىڭىزنىڭ بىر قىسمىنى كۆرسىتىمىز. 4 ۋەقە سىزنىڭ ئورۇنلارنىڭىزنىڭ بىر قىسمىنى كۆرسىتىمىز.



قۇيۇشنىڭ ئىشلىرى، كىملىرىنى تەكشۈرۈش

3

1 Name رەزىمىنى

2 رەزىمىنى (Starts) رەزىمىنى
رەزىمىنى (Ends) رەزىمىنى

3 Create preset رەزىمىنى قۇيۇش

مەزگىللىرىنى تەكشۈرۈش
رەزىمىنى تەكشۈرۈش

New preset shift
×

A preset is a reusable shift. Name it once, set its hours, and drop it onto the schedule in one tap.

The shift

What it's called and the hours it runs.

1

Name

Evening

Code

EVE

2

Starts

14:00

Ends

22:00

14:00-22:00 · 8h paid.

Overtime preset

Shifts made from it are overtime

☐

Clock-in window

How long before and after the start the QR keeps taking scans.

Opens (min before start)

30

Closes (min after start)

120

Staff can scan in from 13:30 to 16:00 on days this shift is scheduled. A day's window can be changed in Attendance.

Colour

3

Cancel

Create preset



رنگ سبز و زرد

4

Attendance

My Restaurant — who worked, when, and what still needs you.

[OT approvals](#)[Clock in someone](#)[Setup](#)

SHOWING

[Last 7 days](#)[Previous month](#)[This month](#)[Next 4 weeks](#)

DETAIL

[Needs you](#)[Everyone](#)

FIND

DEPARTMENT

WHERE THE WORK IS

[05](#)[06](#)[07](#)[08](#)[09](#)[10](#)[11](#)[Look again](#)

• Current clock-ins • 0

Schedule & attendance • 7 people • 4 departments

[Collapse all](#)[Expand all](#)[Select](#)

WHO

M
05

T
06

W
07

T
08

F
09

S
10

TODAY
11

LEFT

رنگ سبز و زرد **Next 4 weeks** 1

Attendance Humansics 1



روزهای شنبه و یکشنبه
روزهای دوشنبه و سه شنبه
روزهای چهارشنبه و پنجشنبه
روزهای شنبه و یکشنبه

5

WHO	TODAY 11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28
General Default 3 people																		
Dexter Sol EMP-0005 · no set hours Mornig Shift · 4 days	—			OFF	OFF	OFF					OFF	OFF	OFF					OFF
Staff One Senior Software Engineer · n... Set duty																		
Staff Two Geographer · 08:00–20:00 · 1... Afternoon Shift · 4/6	—	OFF	OFF					OFF	OFF					OFF	OFF			
needs you 8h worked & settled (- = two stretches) absent leave 8h hours and a shift not joined OT overtime nobody took nothing recorded																		

1

Staff One
 Senior Software Engin
 Set duty

Staff Two

روزهای شنبه و یکشنبه Set duty 1

روزهای دوشنبه و سه شنبه روزهای چهارشنبه و پنجشنبه روزهای شنبه و یکشنبه



دسره ډیجیټل ټکنو ډیجیټل ټکنو

6

Staff One



Senior Software Engineer — what do they normally do?

1 Which days do they work?

1	Sun off	Mon off	Tue off	Wed off	Thu off	Fri off	Sat off
---	------------	------------	------------	------------	------------	------------	------------

Nothing yet.

2 Put it on the calendar

1 week

2 weeks

4 weeks



Keep going after that

Every night it adds the days that are missing. It never changes a day you already set.

[Not a weekly pattern?](#)

دسره ډیجیټل ټکنو Sun 1



شەخسێک زۆر ئێمە دەستێوە

7

بەسەرێک زۆر ئێمە دەستێوە

شەخسێک زۆر ئێمە دەستێوە
Other hours

دەستێوە زۆر ئێمە دەستێوە
دەستێوە.

Staff One

Senior Software Engineer — what do they normally do?

1 Which days do they work?

Sun off	Mon off	Tue off	Wed off	Thu off	Fri off	Sat off
------------	------------	------------	------------	------------	------------	------------

Sunday nothing yet

[close](#)

● Mornig Shift

05:00 – 13:00

● Qvian Office H...

08:00 – 16:00

● Morning Late

09:00 – 17:00

● Afternoon Shift

13:00 – 21:00

● Grave Yard

21:00 – 05:00

Other hours

type them

Nothing yet.

2 Put it on the calendar

1 week

2 weeks

4 weeks



فِي سَبْعَةِ أَيَّامٍ يَوْمًا يَسْتَوِي بِالنَّاسِ فِي الْوَقْتِ وَالْأَمْرِ وَالْإِثْمِ وَالْجَزَاءِ وَالْجَزَاءُ لِلَّهِ وَكَانَ اللَّهُ غَفُورًا رَحِيمًا

8

1 4 weeks رَسْمٌ مُرَرٌّ

2 Keep going after that
تَعْرِيفٌ سَوِيٌّ

رَسْمٌ سَوِيٌّ سَوِيٌّ

Sun-Thu — 40 hours a week

2 Put it on the calendar

1 1 week 2 weeks 4 weeks

2



Keep going after that

Every night it adds the days that are missing. It never changes a day you already set.



سەرچامە

9

Save 1

سەرچامە سەرچامە سەرچامە
سەرچامە سەرچامە سەرچامە
سەرچامە سەرچامە سەرچامە.

Not a weekly pattern?

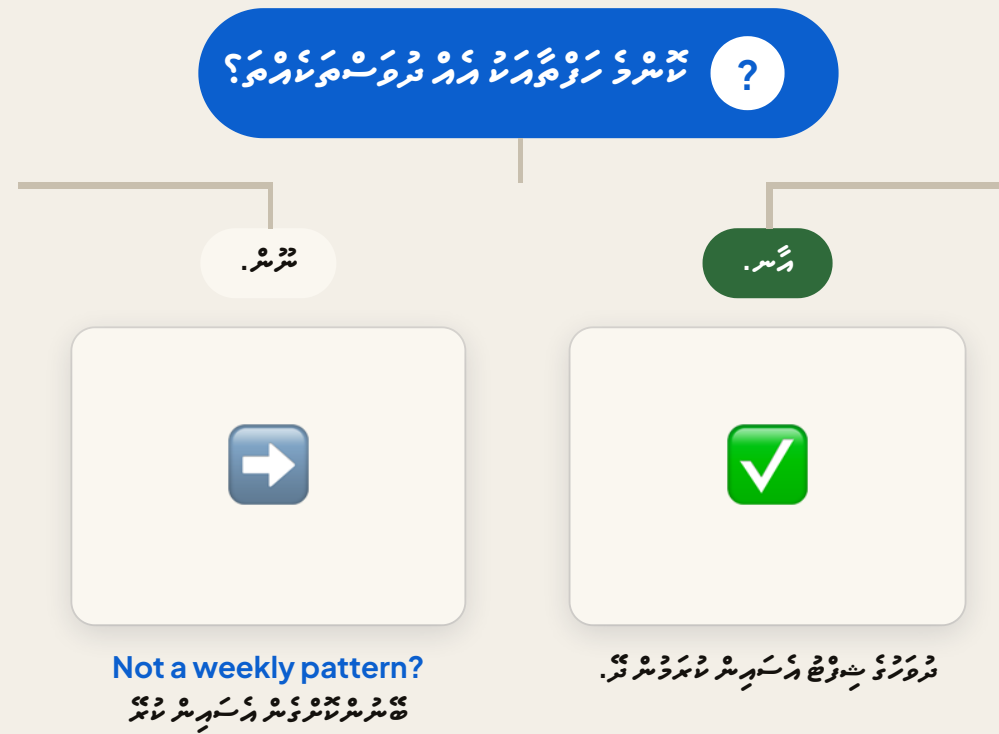
1



Save



خاڭىڭىزنىڭ ھەپتىلىك ئىش سۈرئىتى قانچىلىك؟





نەخسە ئىش ۋاقتى

28 كۈنلۈك ئىش ۋاقتى، ئىش ۋاقتى ئىش ۋاقتى

WHO

TODAY

11

12

13

14

15

16

17

18

19

20

21

22

23

24

25

26

27

28

29

30

31

01

02

03

04

05

06

07

LEFT

▼

General

Default

3 people

Dexter Sol

EMP-0005 · no set hours

Mornig Shift · 4 days

OFF

OFF

OFF

OFF

OFF

OFF

OFF

OFF

OFF

—

Staff One

Senior Software Engineer · n...

Qvian Office Hours · 5 days

OFF

OFF

OFF

OFF

OFF

OFF

OFF

OFF

—

Staff Two

Geographer · 08:00–20:00 · 1...

Afternoon Shift · 4/6

OFF

OFF

OFF

OFF

OFF

OFF

OFF

OFF

—

! needs you

8h worked & settled (- = two stretches)

A absent

L leave

8h hours and a shift, not joined

OT overtime nobody took

nothing recorded

not a working day

the shift (what was planned)

— hover for its name

click any cell to roster a shift or fix the hours

paid · locked

