



# Timesheet Query Management



## WORK IN PROGRESS

### New field 'Code' used to filter Timesheet Query Reasons

#### (2.15.11+)

A new field has been added allowing control over the choice of reasons available to a user when querying a provisional timesheet. Querying a provisional timesheet will allow the timesheet to be referred back for corrections or further approval.

To access this feature: Maintenance - Temp Setup - TS Query Reasons - Insert selected query codes. (alphanumeric works best).

| ID | Reason                    | Order | Code |
|----|---------------------------|-------|------|
| A  | Hours incorrect           | 1     | A    |
| B  | Review shifts             | 2     |      |
| C  | Shift cancelled           | 4     | A    |
| D  | Awaiting client approval  | 5     |      |
| E  | Person details incomplete | 6     | A    |

Maintenance - Users - Select User - Insert User's TS Query code.



| Roles             | Name                   | Ivan Baldwin             | Branch                | Nottingham                 |
|-------------------|------------------------|--------------------------|-----------------------|----------------------------|
| Layout Settings   | Keyname                | BALDWIN IVAN             | Division              | 12345678901234567890123456 |
| Questionnaire     | Login Name             | IVAN                     | Default Department    | Drivers                    |
| Division Access   | Job Title              |                          | Default Tempdesk      | Demo - Construction ABC    |
| Department        | E-Mail Address         | ivan@iqx.co.uk           | Analysis Code         |                            |
| Maintenance       | Short ID               | PI                       | Nominal Segment (m... |                            |
| Popup Escalations | Template for New Users | <input type="checkbox"/> | Report View Level     | 2000                       |
| Synety Setup      | Not In Use             | <input type="checkbox"/> | Report Print Level    | 2000                       |
|                   | Leave Date             |                          | Report Export Level   | 2000                       |
|                   | Override Form ID       |                          | Combo Box Filter      |                            |
|                   | Startup Form           | Desktop x diary          | TS Query Code         | A                          |
|                   |                        |                          | Inbox Limit           | 60                         |

Note if the query codes are left blank both in Temp Desk setup and in the user record the user will have access to all TS Query Codes.

To set up the TS Query Log - Maintenance - General Settings - Temps - No 530 - Y.

|           |                              |                                  |          |
|-----------|------------------------------|----------------------------------|----------|
| 510 Temps | Work Pattern Start Time      | 09                               |          |
| 520 Temps | Work Pattern Hours           | 7.5                              |          |
| 530 Temps | Show TS Query Log            | Y                                |          |
| 531 Temps | Timesheet Query Image Folder | C:\IQX\Timesheets\2014\BR Derby\ | Must end |

Temp Desk

Desk: Demo - Construction ABC View: Weekly Shift

AWR Che... Search Expand

TS Query Log

Expiry Di... Name

From 2.23.1+ Users without Accounts role can change the Temp Desk on a timesheet query without having to send it back to an accounts user to change it.

From:  
<https://iqxusers.co.uk/iqxhelp/> - iqx

Permanent link:  
<https://iqxusers.co.uk/iqxhelp/doku.php?id=tsquery>

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