

Attendance Board

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Attendance Board

The menu item *Attendance Board* provides you with an overview of the attendance status of all or selected employees.

Person	Status
Maria Allershausen Personnel ... A1139 User admin01	No current booking
Wanda Alterer Personnel ... A1153 User admin01	10/06/2025 10:56:43
Philipp Aminus Personnel ... A1145 User admin01	No current booking
Claudia Arnsen Personnel ... A1049 User fhaeufele	No current booking
Marvin Arnsold Personnel ... A1118 User admin01	No current booking
Larah Außenhein Personnel ... A1133 User admin01	No current booking
Christopher Belko-Javit Personnel ... A1115 User admin01	No current booking
Dominik Belling Personnel ... A1048 User fhaeufele	No current booking
Markus Bleichert Personnel ... A1101 User admin01	10/06/2025 09:54:37
Leyla Blumrich Personnel ... A1106 User admin01	No current booking
Ankathrin Bremmel Personnel ... A1175 User admin01	No current booking
Jonathan Brink Personnel ... A1163 User admin01	No current booking
Greta Brockregres Personnel ... A1042 User fhaeufele	No current booking
Fabian Byner Personnel ... A1029 User fhaeufele	No current booking
Acun Bülow Personnel ... A1028 User fhaeufele	10/06/2025 11:57:42
Christian Calw Personnel ... A1110 User admin01	No current booking
Andreas Claude Personnel ... A1162 User admin01	No current booking
Brad Cold Personnel ... A1150 User admin01	No current booking
Christina Dachs Personnel ... A1034 User fhaeufele	No current booking
Lujza Daltje Personnel ... A1041 User fhaeufele	No current booking
Ipek Davlo Personnel ... A1131 User admin01	No current booking
Anja Demling Personnel ... A1173 User admin01	No current booking
Lea Denk Personnel ... A1134 User admin01	No current booking
Tobias Denkenbeil Personnel ... A1140 User admin01	No current booking
Alexander Denkreich Personnel ... A1164 User admin01	10/06/2025 10:56:40
Darius Dietrich Personnel ... A3003 User A3003;W...	10/06/2025 08:53:23
Tobias Doelker Personnel ... A2111 User fhaeufele	10/06/2025 10:56:37
David Dumfries Personnel ... A1119 User admin01	No current booking
Susi Eisler Personnel ... A1039 User fhaeufele	No current booking
Julian Elbert Personnel ... A1040 User admin01	No current booking

List field *Person Groups*

Select the person group(s) for which the attendance status should appear and press *Run*.

Button *Run*

Press *Run* to update the view according to the selected criteria.

Button *Edit person group*

Press this button to view the definitions of the person groups or to add a new person group. For more information on creating person groups, see the section [Person Groups](#).

Filter displayed persons

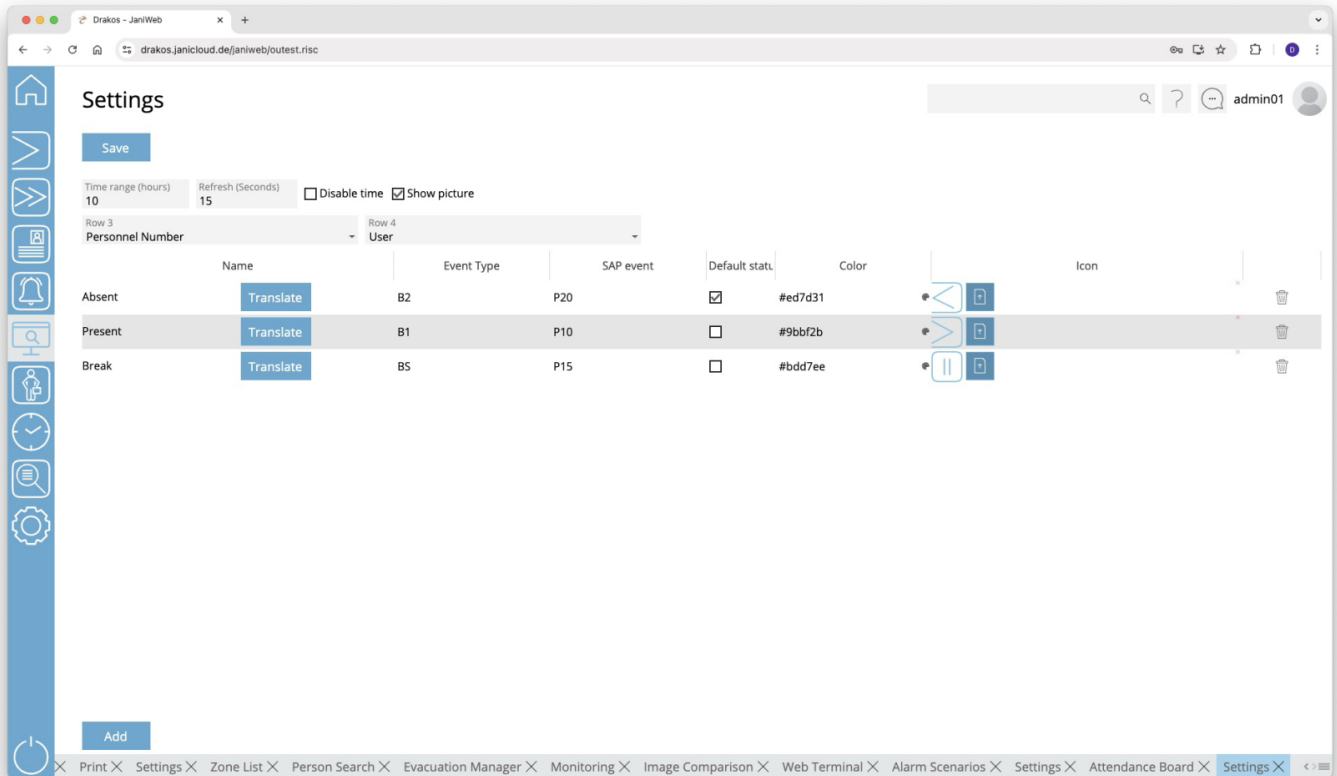
Use the following fields to filter the persons displayed.

- *Person*: Select the person(s) you want to display.
- *Status*: Select which presence status you want to display. You can specify which options are available here in the [Settings](#).
- *Zone*: Select the zone(s) for which you want the presence status to be displayed.

Press *Run* to refresh the view.

Settings

Use this menu item to specify *Settings* for the *Attendance Board*. You can also define various attendance statuses here, which are available as filters.



Button *Save*

Press *Save* to apply your changes.

General Settings

- *Time range (hours)*: Specify here after how many hours the system should search for new booking events.
- *Refresh (seconds)*: Specify here the time after which the display should refresh automatically.
- *Row 3 / Row 4*: Select additional information here that should appear on the tiles of the attendance board.

You can display the zone in which the person is currently located. To do this, select the *Zone* option in the *Row 3* or *Row 4* field.

List of presence statuses

The list contains the presence statuses that have already been created. To remove a status, press the trash icon. A confirmation dialog will appear.

Button *Add*

Press *Add* to create a new presence status. Enter the required data and press *Save*.

- **Column *Name*:** To specify a name, press *Translate*. Enter the names for the respective languages and press *Save*.
- **Column *Event type*:** Enter the abbreviation for the event (booking) type that leads to the status being displayed.
- **Column *SAP event*:** Enter the SAP event that causes the status to be displayed.
- **Column *Default status*:** Specify here whether this status should always be displayed if there is currently no booking for the person.
- **Column *Color*:** Specify the color in which the status appears in the attendance board. Press the color palette icon to open a color picker. Or enter the color directly as a [hexadecimal color code](#).
- **Column *Icon*:** Press *Upload* to upload an icon for the presence status.