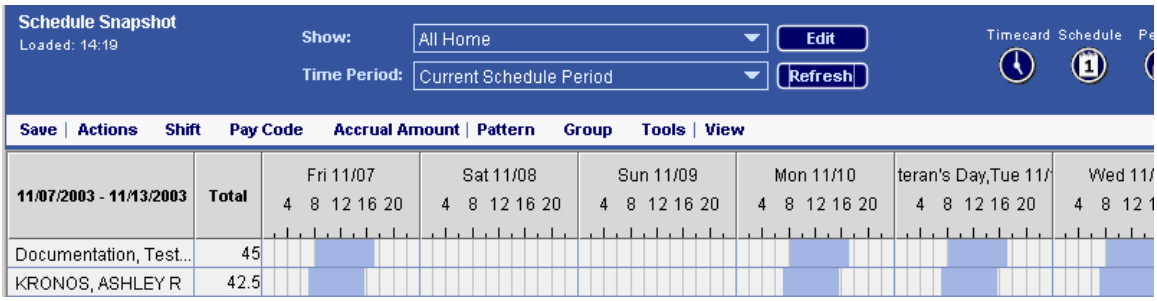
Schedule Snapshot

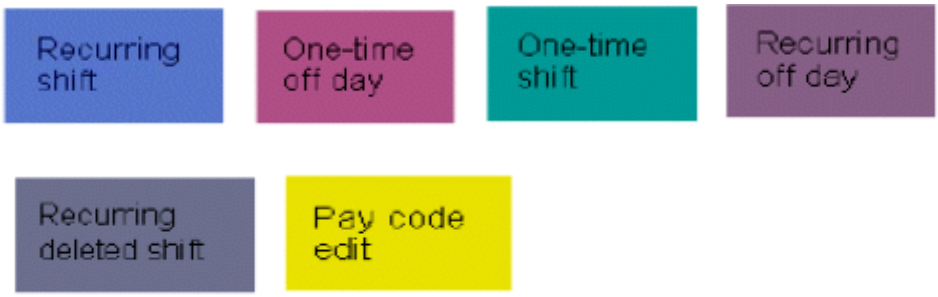


The Schedule Snapshot displays a graph of the schedule so that a manager can ensure there is adequate coverage for a shift or period. Color-coded bars show when employees are scheduled for each day. This screen can be printed by selecting the Print Screen tab.

By holding your mouse over one of the colored bars you will be able to view the start and stop times of the shift.

What Snapshot colors mean:

Employees & Groups



Groups