iVMS-4200 Attendance
Normal check-in/out but absence displayed

Issue description:

Add access control device to iVMS-4200, and use iVMS-4200 to calculate attendance, the employee normal check-in/out, but the attendance report shows absence duration is too long.
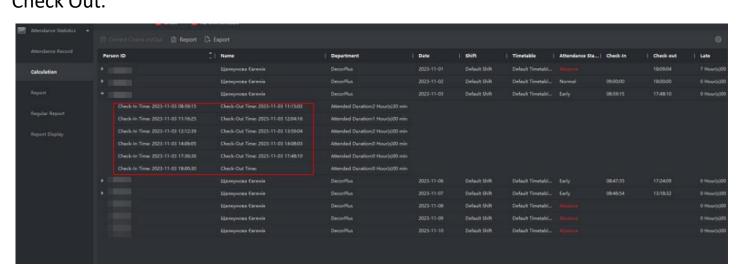

No.				Date	Week	Timetable	Check-in	Check-out	Work	OT	Attended	Late	Early	Absent	Leave	Status
1				2023-11-01	Wed.	Default Timetable(09:00:00-18:00:00)	-	18:09:04	2:00	0:00	2:00	7:00	0:00	7:00	0:00	H
2				2023-11-02	Thu.	Default Timetable(09:00:00-18:00:00)	09:00:00	18:00:00	6:00	0:00	6:00	0:00	0:00	3:00	0:00	P
3				2023-11-03	Fri.	Default Timetable(09:00:00-18:00:00)	08:59:15	17:48:10	5:00	0:00	5:00	0:00	1:00	4:00	0:00	Р-ДВ
4				2023-11-06	Mon.	Default Timetable(09:00:00-18:00:00)	08:47:35	17:24:09	1:00	0:00	1:00	0:00	1:00	8:00	0:00	Р-ДВ
5				2023-11-07	Tue.	Default Timetable(09:00:00-18:00:00)	08:46:54	13:18:32	3:30	0:00	3:30	0:00	1:00	5:00	0:00	Р-ДВ
6				2023-11-08	Wed.	Default Timetable(09:00:00-18:00:00)	-	-	0:00	0:00	0:00	0:00	1:00	9:00	0:00	Н-ДВ
7				2023-11-09	Thu.	Default Timetable(09:00:00-18:00:00)	-	-	0:00	0:00	0:00	0:00	1:00	9:00	0:00	Н-ДВ

Solution:

1. Search and check attendance detail.

Please turn to **Time & Attendance > Attendance Statistics > Calculation** to check the attendance detail.

In this case, view attendance calculation records, with multiple sets of Check In and Check Out.

2. Check and adjust the calculate method.

Please turn to **Time & Attendance > Attendance Strategy > Timetable > Work Time** to check the calculate method. Calculation method for attendance duration:

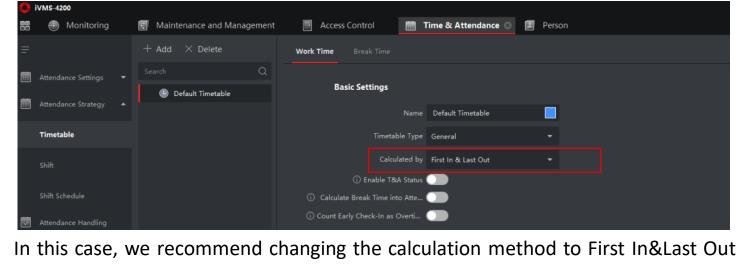**First In& Last out:** Only calculate the earliest and latest times, and calculate attendance.

Each In& Each out: Calculate each pair of in and out, accumulate and calculate attendance.

When the calculation method is Each Check In/Out, it will be used for multiple sets of records. First In& Last Out calculation method, with only one set of records.

In this case, we recommend changing the calculation method to First In&Last Out and recalculate.

No.				Date	Week	Timetable	Check-in	Check-out	Work	OT	Attended	Late	Early	Absent	Leave	Status
1				2023-11-01	Wed.	Default Timetable(09:00:00-18:00:00)	-	18:09:04	2:00	0:00	2:00	7:00	0:00	7:00	0:00	H
2				2023-11-02	Thu.	Default Timetable(09:00:00-18:00:00)	09:00:00	18:00:39	9:00	0:00	9:00	0:00	0:00	0:00	0:00	P
3				2023-11-03	Fri.	Default Timetable(09:00:00-18:00:00)	08:59:15	18:00:30	9:00	0:00	9:00	0:00	0:00	0:00	0:00	P
4				2023-11-06	Mon.	Default Timetable(09:00:00-18:00:00)	08:47:35	18:01:06	9:00	0:00	9:00	0:00	0:00	0:00	0:00	P
5				2023-11-07	Tue.	Default Timetable(09:00:00-18:00:00)	08:46:54	13:22:12	4:30	0:00	4:30	0:00	1:00	4:00	0:00	Р-ДВ