

Book duty

The screenshot shows the 'Test Event #2 - First Aider' page for 31/12/2024 from 08:00 to 16:05. A navigation menu on the left includes Home, Find duties, My duties, My profile, Manage events, Admin panel, and Logout. The main content area features a timeline from 08:00 to 16:00 in 30-minute increments. A 'Book duty' button is visible below the timeline. A 'Colour key' indicates that approved shifts are shown in white and unapproved shifts in yellow. The current user is identified as James King.

To create a new duty booking simply enter your desired start and end times, then press the 'Book duty' button.

Requirement bookings cannot overlap with other bookings on their timeline. Take care, and make sure to review any other duties to ensure that they do not overlap. Vacant slots are shown on the timeline in white, whereas other bookings appear in yellow and grey.

Revision #6

Created 26 September 2024 16:30:11 by James

Updated 28 September 2024 10:44:49 by James