

Time Types

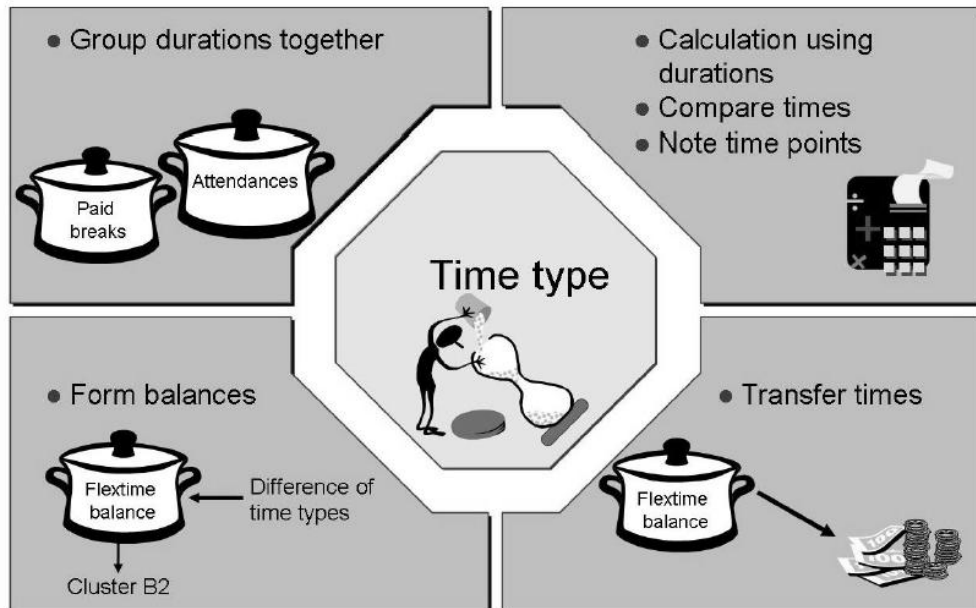







Figure 43: Time Type as Calculation Tool in Time Evaluation

You can use the *Time Types* view (V_T555A) to determine which time types filled during time evaluation are stored as evaluation results. The following control options are available:

- Transfer to total for day: Save in table ZES
- Transfer to total for month: Cumulate in table SALDO
- Transfer previous month/year: The value of the time type is passed on at the start of a new period or year.
- Time type start of new period/year: At the start of a new period or year, the value of the time type is stored under the new time type specified.

Example Time Type 0903

Change View "Time Types": Details

New Entries      Delimit

PS Grouping
Time type Utility tm.type: OT/week

Periods

Start	End
> 01.01.1901	.12.9999

Balances

Save as day balance	<input type="text" value="1"/>	Balance formation
Cumulate in period balance	<input type="text" value="1"/>	Balance formation

Transfer period balance

Transfer prev. period	<input type="text" value="1"/>	Transfer	Period bal. prev. period	<input type="text"/>
Transfer prev. year	<input type="text" value="1"/>	Transfer	Period bal. prev. year	<input type="text"/>

Overview of period balance

Store for time accounts	<input type="checkbox"/>	No storage
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- **Save as day balance: ZES (from TES)**
- **Cumulate in period balance: SALDO (from TES)**
- **Transfer balances from previous period**
- **Transfer balances from previous year**

Define Time Types

In this step, you define **time types**, **day balances**, and period balances for your company.

Time types are semantic groupings of time spans. The balances formed in time evaluation are posted to time types. They determine whether balances should be cumulated in a particular time type on a daily or monthly basis.

Example

Employees in a certain **personnel subarea** grouping are scheduled to work 8 hours a day. The collective agreement specifies an average daily working time of 7.5 hours. Employees can accumulate **compensation time** from the difference. Define the time type "Compensation time".

Requirements

You have defined **personnel subarea groupings** for time recording.

Standard settings

The standard SAP system contains the most common time types. You can add your own entries if these are not sufficient.

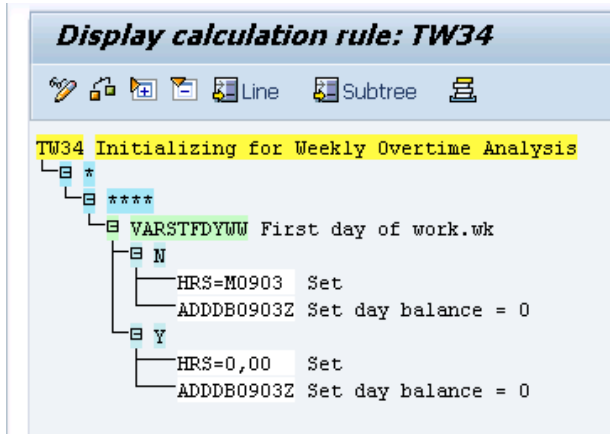
The meaning of the time types is taken from time evaluation's personnel calculation rules. The standard time types are as follows:

- 0002 - Planned working time from daily work schedule
- 0003 - Skeleton time (times which qualify as planned work)
- 0005 - Flex balance (difference between 0003 and 0002)
- 0010 - Attendance (generated or from time events)
- 0020 - Recorded absences (infotype 2001)
- 0030 - Recorded attendances (infotype 2002)
- 0040 - Overtime worked
- 0050 - Productive hours (total of 0010, 0030 and 0040)

The steps on forming balances from time data with clock times and forming balances without clock times contain more information on the formation of balances.

Example Subschema TW30

TW34

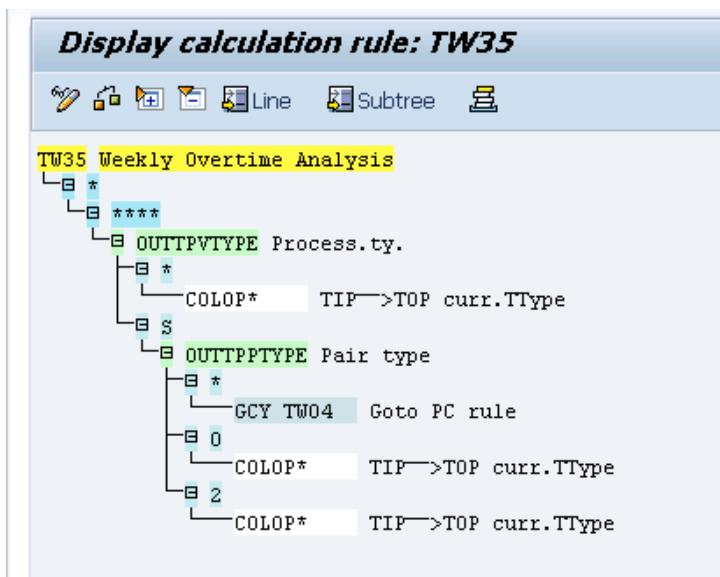


If it is not the first day of the week then get the hours for day balance 0903 from SALDO (M0901) and add them to the daily balance having set it zero (ADDB0903Z).

If working hours are 8 per day and it is Tuesday then:

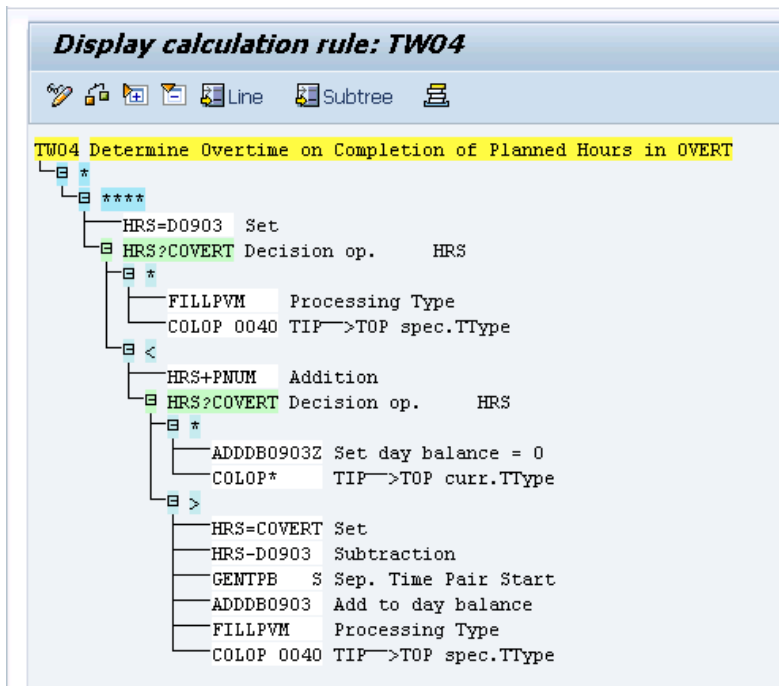
- SALDO B0903 = 8
- TES B0903 =8

TW35



If processing type 'S' (planned working time) and not an absence (0 or 2) then call PCR TW04

TW04



HRS = 8 (D0903)

Compare 8 to T511K constant 'OVERT' = 40 (8<40)

Add 8 to the current number of hours from the TIP entry (8+8=16)

Compare 16 to 40

If less then add the amount to daily balance 903 having made it zero

TES = 16

TW36

Display calculation rule: TW36

TW36 Weekly Overtime Analysis

- *
 - ****
 - HRS=D0903 Set
 - HRS-M0903 Subtraction
 - ADDDB0903Z Set day balance = 0

HRS = 16

16 - 8 = 8

Balance 0903 in TES is now has 8 hours which becomes 8 hours in ZES and is also added to the existing 8 hours in SALDO:

Detail View of Log

03	0900	Daily overtime after x hr	99.00
03	0904	Util.time EE/next week	8.00
03	0903	Utility tm.type: OT/week	8.00
03	1301	Normal working time	8.00
03	1501	Total for CLTIM = 01	8.00
03	0030	Off-site work	8.00
03	0003	Skeleton time	8.00
03	0500	Break	1.00
03	0002	Planned time	8.00
03	0050	Productive hours	8.00
03	0051	Cumul.productive hours	8.00

Table SALDO

TimeType	Name	No. of hours
0904	Util.time EE/next week	16.00
0903	Utility tm.type: OT/week	16.00
0042	Overtime to remunerate	3.00
1301	Normal working time	16.00
1501	Total for CLTIM = 01	16.00
0003	Skeleton time	16.00
0040	Overtime worked	3.00
0005	Flextime balance	8.00
0050	Productive hours	19.00
0051	Cumul.productive hours	19.00
0500	Break	1.00
0002	Planned time	8.00

TW36