Weekly shift

refers to:
temp desk form → vacancies tab
temp desk form → temps tab
temp desk form → placements tab

For shift vacancies, where the requirement is to match candidates' **time availability** to the shift times. Each cell can be drilled down into. The weekly shift option has 2 displays as follows:

- Shows the first name of who is filling a shift – right click drills down
- Counts the number of shifts in each state and shows the colour or the state requiring action – right click drills down

Use the **desk**, **view**, **year** and **week/month** filters to narrow the sample displayed in the booking grid.

See also
6.1 Weekly contract.
6.2 Monthly Contract.

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