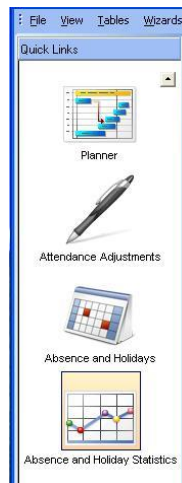


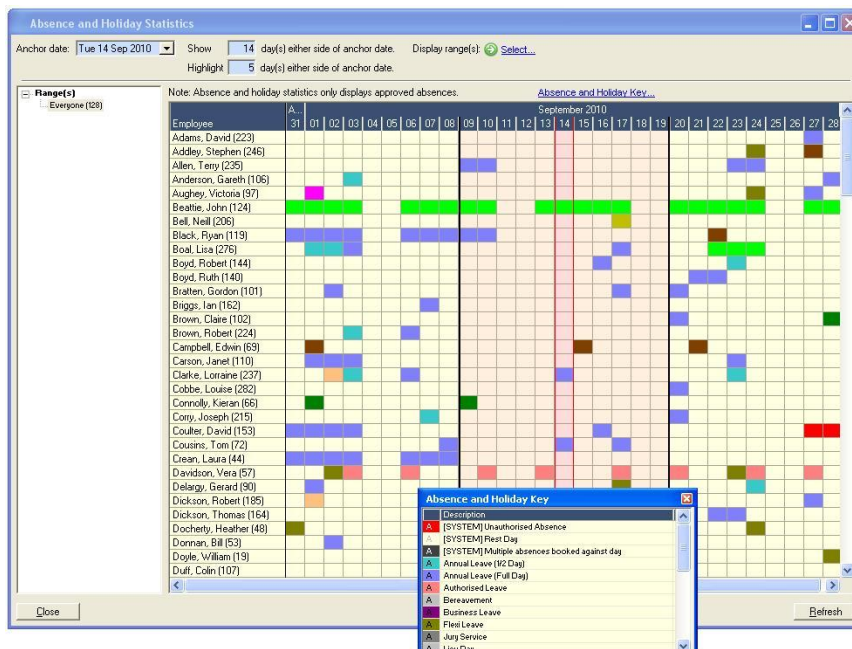
Module: m/03/110

'Absence and Holiday statistics...'

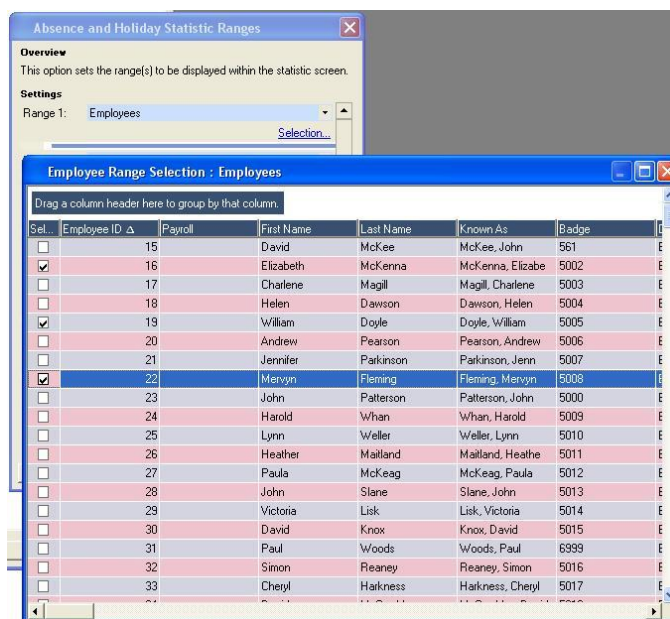
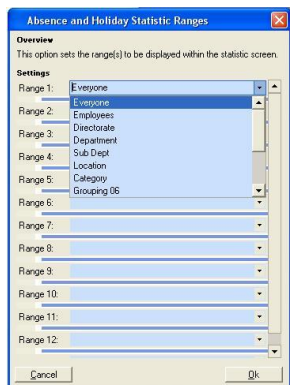
1. Click on the Absence and Holiday Statistics Quick Link.



2. The statistics screen will then appear, utilising the parameters defined on your last session. Select 'Absence and Holiday Key' to display the descriptions of each absence colour.



3. Select 'Display Range...' to modify the range of people displayed.



4. <Right-click> on the grid to access the Print-preview menu.



5. Press <Close> to leave the Absence and Holiday statistics screen.

