

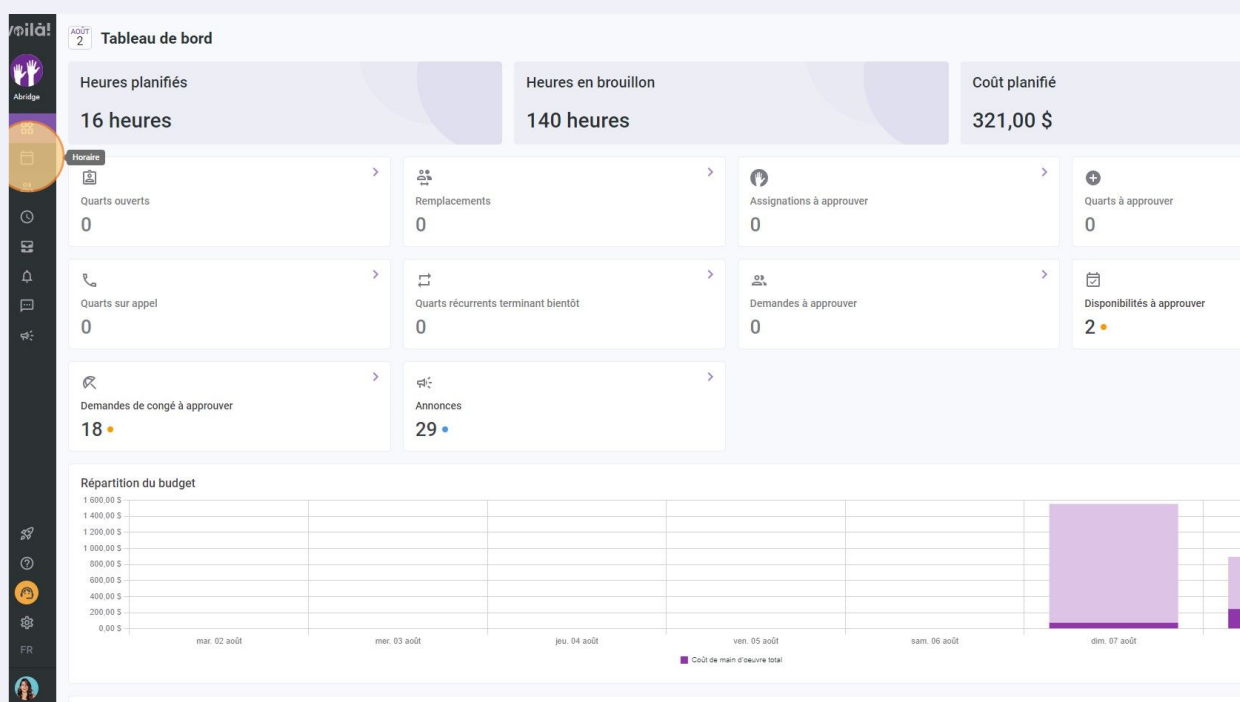
Comment annuler des quarts de travail?



Apprenez comment annuler des quarts de travail avec Voilà!

1 Rendez-vous au <https://console.voila.app/fr>

2 Appuyez sur Horaire



3 Cliquez sur l'icône Annuler situé en haut à droite de l'horaire

Vue calendrier Vue par employés Semaine Aucun groupement Auto-assignation

Cette période contient des brouillons Publier

LUN. 8	MAR. 9	MER. 10	JEU. 11	VEN. 12	SAM. 13	TOTAL
		10:00 - 18:00 (8h 0m) @ Sp2, CB 10:00 - 18:00 (8h 0m) @ Sp2, CB 10:00 - 18:00 (8h 0m) @ Sp2, CB 10:00 - 18:00 (8h 0m) @ Sp2, CB	0:00 - 1:00 (1h 0m) @ Sp1, R2 - Salle 1 0:00 - 1:00 (1h 0m) @ Sp1, R2 - Salle 1	9:00 - 17:00 (8h 0m) @ Sp2, RI 9:00 - 17:00 (8h 0m) @ Sp2, RI		0h (84h) 0,00 \$
9:00 - 17:00 (8h 0m) @ H1, Restaurant 3 9:00 - 17:00 (8h 0m) @ H1, Restaurant 3 9:00 - 17:00 (8h 0m) @ H1, Restaurant 3	9:00 - 17:00 (8h 0m) @ H1, Restaurant 3 9:00 - 17:00 (8h 0m) @ H1, Restaurant 3 9:00 - 17:00 (8h 0m) @ H1, Restaurant 3	9:00 - 17:00 (8h 0m) @ H1, Restaurant 3 9:00 - 17:00 (8h 0m) @ H1, Restaurant 3 9:00 - 17:00 (8h 0m) @ H1, Restaurant 3	9:00 - 17:00 (8h 0m) @ H1, Restaurant 3 9:00 - 17:00 (8h 0m) @ H1, Restaurant 3 9:00 - 17:00 (8h 0m) @ H1, Restaurant 3	9:00 - 17:00 (8h 0m) @ H1, Restaurant 3 9:00 - 17:00 (8h 0m) @ H1, Restaurant 3		40h (112h) 1 026,00 \$ (2 907,00 \$)
		10:55 - 17:00 (6h 5m) @ H1, RI				6,08h (14,08h) 0,00 \$
	0:00 - 1:00 (1h 0m) @ C1, R2 - Salle 1 0:00 - 1:00 (1h 0m) @ C1, R2 - Salle 1	9:00 - 17:00 (8h 0m) @ H1, Restaurant 3 9:00 - 17:00 (8h 0m) @ H1, Restaurant 3	0:00 - 1:00 (1h 0m) @ Sp2, CB 0:00 - 1:00 (1h 0m) @ Sp2, CB 9:00 - 17:00 (8h 0m) @ H1, Restaurant 3 9:00 - 17:00 (8h 0m) @ H1, Restaurant 3	0:00 - 1:00 (1h 0m) @ C1, RI 9:00 - 17:00 (8h 0m) @ H1, Restaurant 3	0:00 - 1:00 (1h 0m) @ C1, RI 9:00 - 17:00 (8h 0m) @ H1, Restaurant 3	0h (62h) 0,00 \$ (1 511,48 \$)
		9:00 - 17:00 (8h 0m) @ H1, Restaurant 3	9:00 - 17:00 (8h 0m) @ H1, Restaurant 3	9:00 - 17:00 (8h 0m) @ H1, Restaurant 3	9:00 - 17:00 (8h 0m) @ H1, Restaurant 3	0h (48h) 0,00 \$ (1 102,00 \$)

4 Sélectionnez la période de temps que vous souhaitez annuler

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5 Sélectionnez les Équipes, Positions, Lieux, Membres et/ou Type si nécessaire

The screenshot shows a scheduling interface with a calendar view for August 7-13, 2022. A modal dialog titled "Annuler des quarts" is open, allowing users to select specific shifts to cancel. The dialog includes fields for "Du" (From) and "Au" (To) dates, a checkbox for "Sans date de fin", and dropdown menus for "Équipes" (Teams), "Positions", "Lieux" (Locations), "Membres" (Members), and "Type". The "Annuler 83 quarts" button is highlighted in purple.

6 Appuyez sur Annuler quarts

This screenshot is similar to the previous one, showing the "Annuler des quarts" dialog box. An orange circle highlights the "Annuler 83 quarts" button, indicating the final step in the process. The background calendar view shows the same date range and employee assignments.

7

Cliquez Confirmer

The screenshot shows the 'Annuler des quarts' (Cancel shifts) dialog box in the software. The dialog is open over a calendar view showing shifts for August 7th and 13th, 2022. The dialog has a title bar 'Annuler des quarts' and a close button. It contains a section 'Annuler les quarts' with a date selector set to 'dimanche 7 août 2022'. Below this is a checkbox 'Sans date de fin' and a date selector set to 'samedi 13 août 2022'. A confirmation dialog is also open, asking 'Êtes-vous certain de vouloir annuler 83 quarts?' with 'Annuler' and 'Confirmer' buttons. The background calendar shows shifts for various employees, with a total of 84.4h (466.1h) for the period.