How to turn on/off employees creating shifts
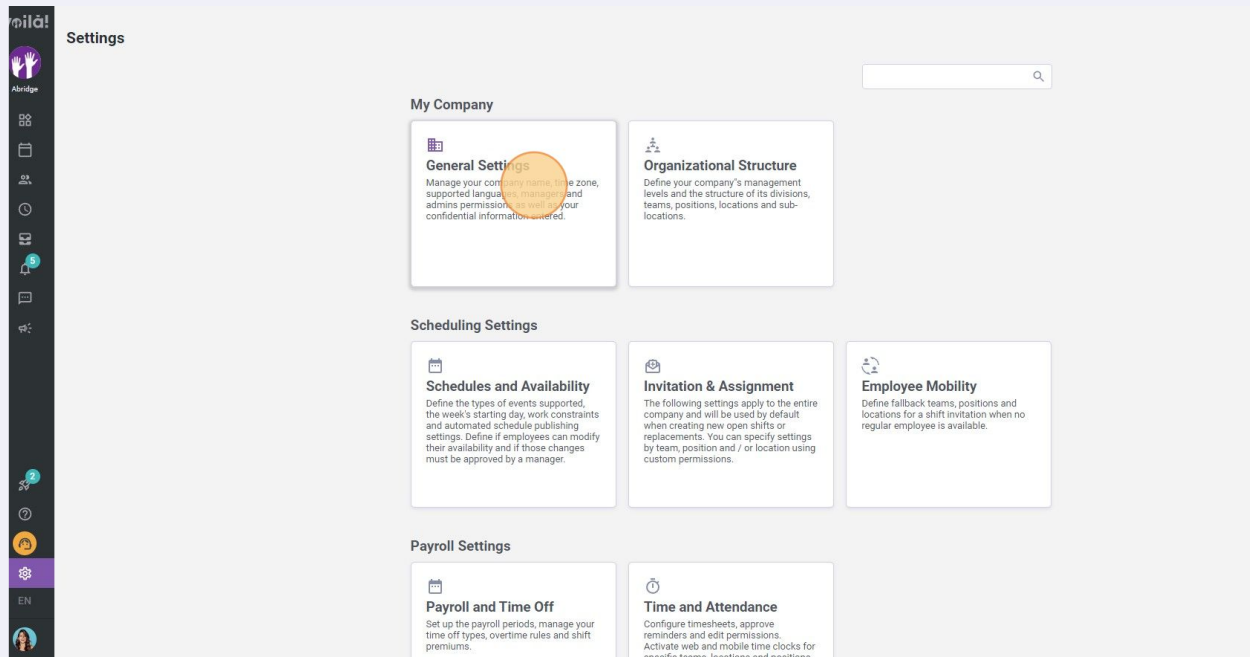
voilà!

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1   Navigate to the Voilà! web console https://console.voila.app/en
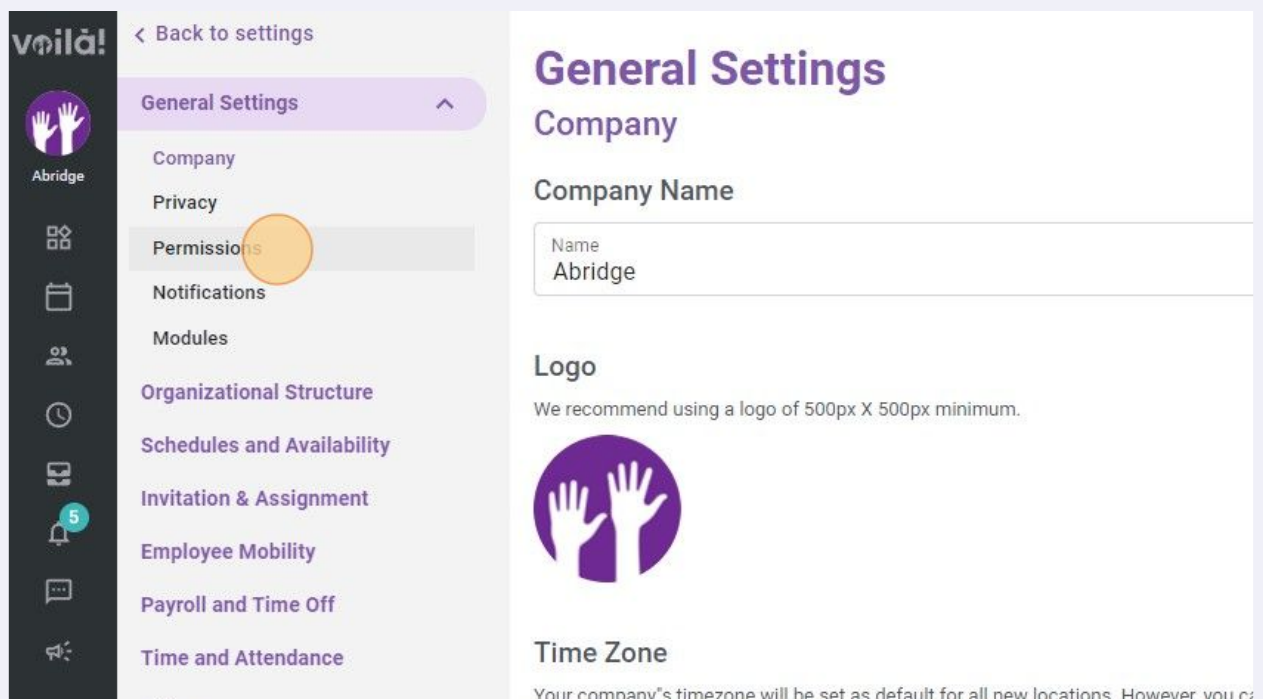
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2   Click on the Company Settings icon.
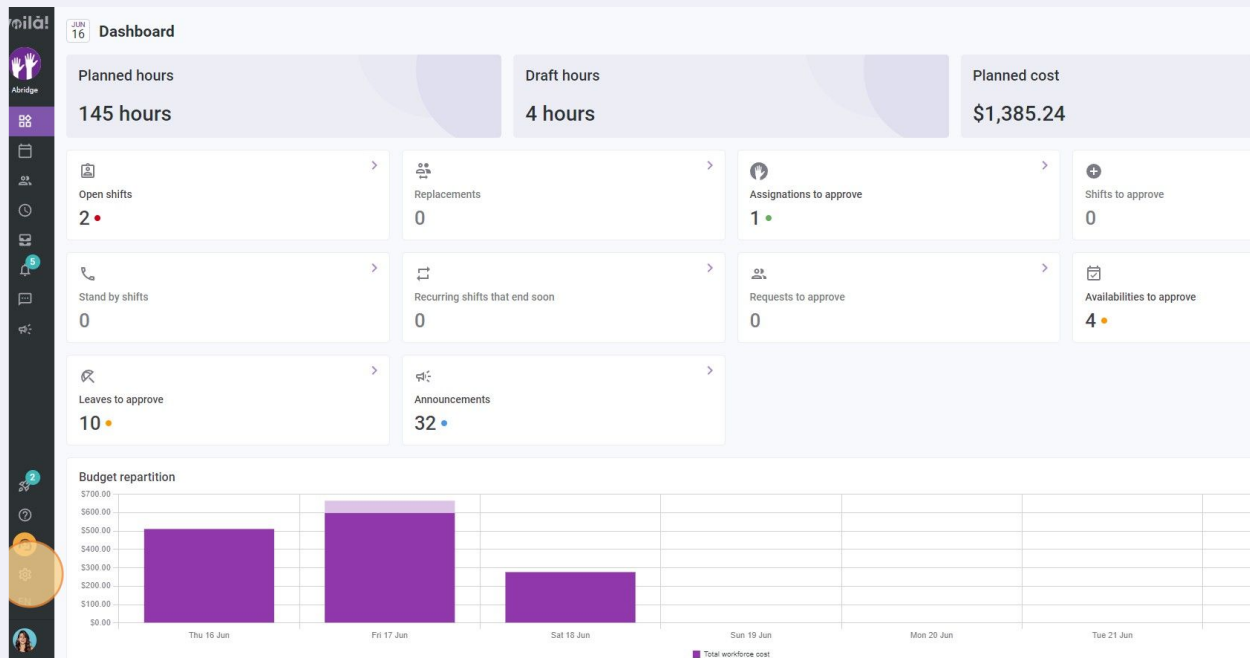
3 Select General Settings

4 Go into the Permissions section.

5 Click the Employees can create shifts to turn the option on/off.

Organizational Structure

Schedules and Availability

Invitation & Assignment

Employee Mobility

Payroll and Time Off

Time and Attendance

Billing

Integrations

All employees can create their own time entry. Managers can alwa
time entry. An employee can't create a time entry for a colleague.

Approval Required for Created time entry
A manager must approve each time entry created by an employee.

Shift Creation

Employees can create shifts
All employees can create their own shifts. Managers can always e
An employee can't create a shift for a colleague.

Approval Required for Created Shifts
A manager must approve each shift created by an employee.

Clocking

Employees can clock in without having scheduled shif
If active, your employees will be able to clock in even if they don't h