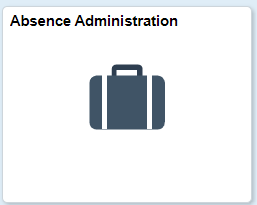
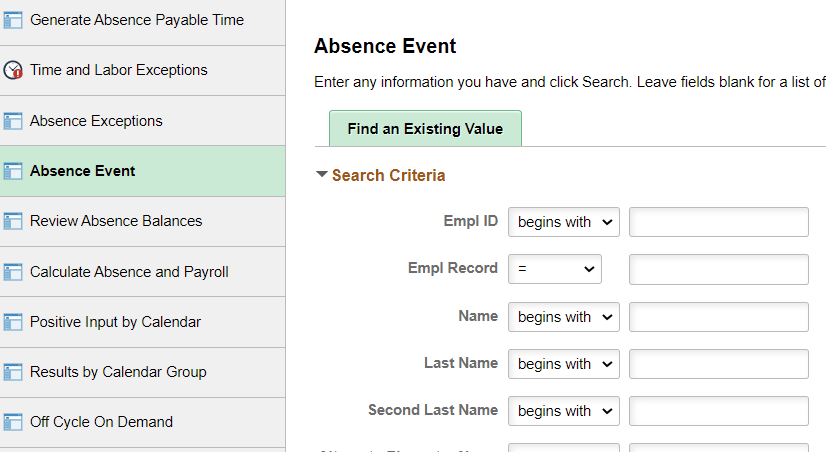
**Absence Event Approval by Administrator (HR)**

Workforce Administrator>Absence Administration Tile>Absence Event.

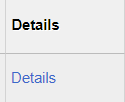




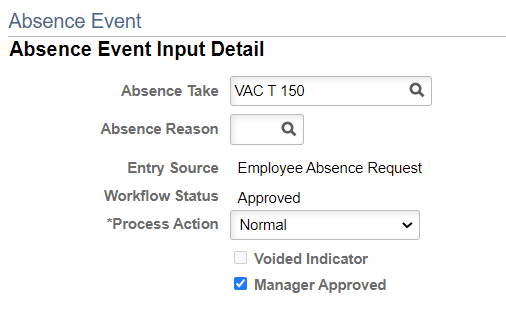
1. Enter the Employee ID.



2. Select the details Link.



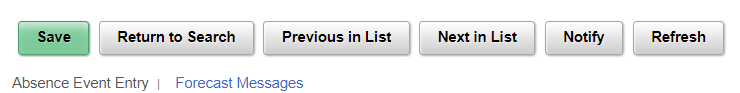
3. Click Manager Approved



4. Click OK.



5. Click Save.



That’s it! 😊