

Flexi-time for Quick Leave locations

Flexi-time for Quick Leave locations allows you to adjust the preset return times for SISO locations as students are signing out to the location.

When creating Quick-Leave locations you are required to set a default permitted time for the student at sign out and this is used to set the "return time" for a student when they sign out to the Quick-Leave event. When Flexi-time is activated for a location.



Important facts about Flexi-time for Quick Leave locations

- Flexi-time can be turned on or off for each individual SISO location in the location configuration settings.
- Flexi-time will only operate for locations when there are default leave settings configured for the SISO location.
- Flexi-time will adhere to any Return Curfews that you have set for a location ... return time cannot be added past any return Curfew that exists.
- The Flexi-time sign-out panel will only display in the kiosk view for locations that Flexi-time is activated

Flexi time sign out

Location selected
● Local Shops

Availability Curfew
3:15PM

Return Time
28/06 @ 5:06PM

Add time

+15M +30M +60M

+2H +4H +8H

Set Reset

Default Time 45 min

Return Curfew 9:30PM

Flexi-time SISO Panel

The Flexi-time SISO panel will appear on the Kiosk screen at sign out when Flexi-time is enabled for a SISO location.

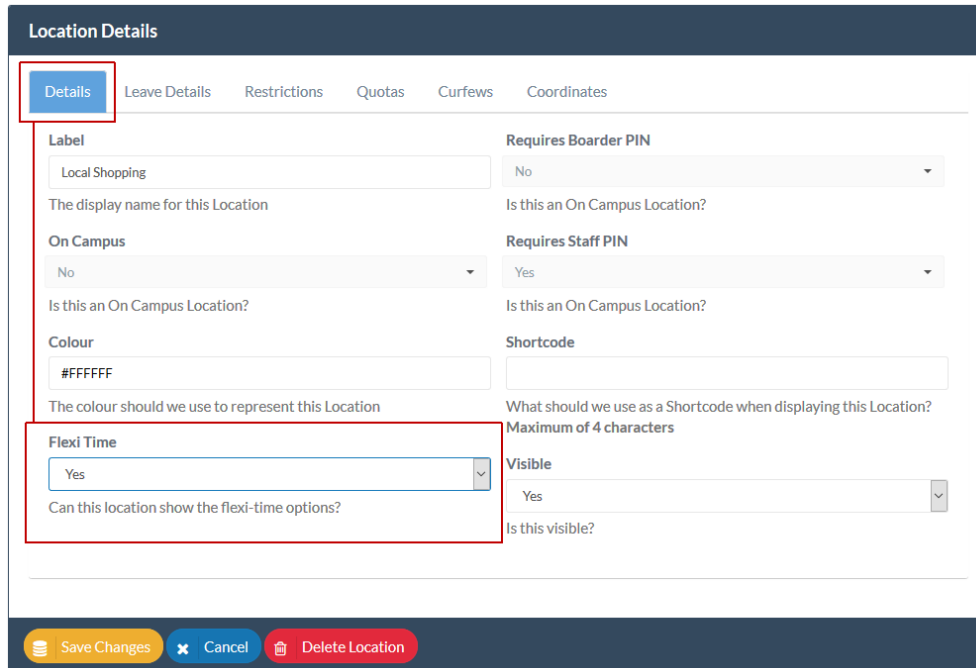
1. The Default time that is set in the Quick Leave details for the location.
2. Return Time Curfew is the latest return time permitted for the location.
3. Return Time is the current return time that will be applied for this SISO.
4. Add Time buttons allow you to add parcels of time to the Return Time (limited by Return Curfew).



How to enable Flexi-time for a SISO location

The Flexi-time option is now a standard setting for all SISO locations and appears on the Details tab of your Locations Details screen when configuring your SISO locations.

(Find it at ... [System Configuration](#) > [Locations](#) > [Select your location](#))



The screenshot shows the 'Location Details' configuration interface. At the top, there are tabs for 'Details', 'Leave Details', 'Restrictions', 'Quotas', 'Curfews', and 'Coordinates'. The 'Details' tab is selected and highlighted with a red box. Below the tabs, the configuration is organized into two columns. The left column contains fields for 'Label' (set to 'Local Shopping'), 'On Campus' (set to 'No'), 'Colour' (set to '#FFFFFF'), and 'Flexi Time' (set to 'Yes'). The right column contains fields for 'Requires Boarder PIN' (set to 'No'), 'Requires Staff PIN' (set to 'Yes'), 'Shortcode' (empty), and 'Visible' (set to 'Yes'). A red box highlights the 'Flexi Time' dropdown menu, which is currently set to 'Yes'. At the bottom of the screen, there are three buttons: 'Save Changes' (yellow), 'Cancel' (blue), and 'Delete Location' (red).

