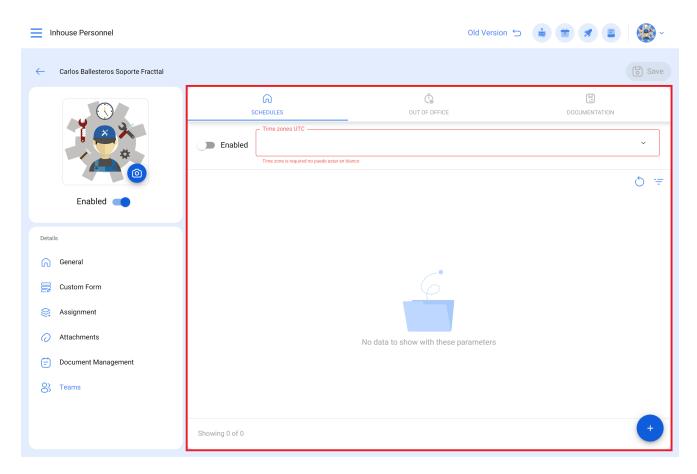
Fracttal Teams and how to create and configure a schedule

help2.fracttal.com/hc/en-us/articles/25190520127373-Fracttal-Teams-and-how-to-create-and-configure-a-schedule

Fracttal Teams

This function allows planners to have more control regarding assigning and distributing work hours that are established as inhouse personnel added to a work order (technical staff).



How to create and configure a team schedule

To start using Fractal Teams, the first thing to do is create the schedules associated with the function. To do this, go to the Configuration-Auxiliary Catalogs module.

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Fracttal Demo			Save
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Then select the "inhouse personnel" option as a type of auxiliary catalog and click on the "Schedule" tab.

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Fracttal Demo			Save
Details	8 Inhouse Personnel		~
General	GROUP 1 GROUP 2	HOURLY RATE	SCHEDULES
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Transactions Log	Working days Active non-wo		
 G Security API Connections 	Alfre: Martes-Domingo (matutino) Schedule type: Normal Schedule: Tuesday,Wednesday,Thursday,Friday,Saturday,Sunday,		
Guest Portal	Working days Active non-wo		
Account	APLICACION DE TEAMS Schedule type: Normal		
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Then click on the add symbol to open a new window where you can establish the parameters of the schedule.

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Guest Portal	Active non-wo		
Account	APLICACION DE TEAMS Schedule type: Normal		
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Described below are the configurable parameters to establish a new schedule:

- Enable: Option that allows you to activate or deactivate the schedule in question.
- **Description**: Name that identifies the schedule to be created.
- **Type of schedule**: Option that allows you to establish the type of schedule (currently there is only one option).
- Work days: Option that allows you to choose the work days associated with the calendar.
- **Calendar**: Option that allows you to visualize in calendar format the time range established for the schedule.
- Add: Option that allows you to add the different blocks of hours associated with the schedule in question.

Once the parameters are completed for configuring the schedule, then add the associated blocks of hours. To do this, click on the add option.

- Schedules						Save
Enabled		Description				
Schedule type		Varne no puede estar en blanc Working days				~
(!) Workday					5	Calendar 🔶 Add
Enabled	Name	Start Date	Start Time	End Date	End Time	Total
		Please enter at least one item	ı			

A new window will open where you can fill in the name, start time and end time for the block.

← Schedule	es					- Hours Available	~
Enable	ed		Descriptio	n		Enabled	
Schedule type Normal			Working days			Name no puede estar en blanco Start Time —	
(!) Workday	у					Date no puede estar en blanco	
	Enabled	Name	Start Date	Start Time	End Date	End Time no puede estar en blanco	
Ē	Yes		Invalid date	Invalid date	Invalid date		

Once the parameters and blocks have been added, just click on the save option.

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(!) V	Workday						Calendar → Add
	Enabled	Name	Start Date	Start Time	End Date	End Time	Total
Ð	Yes	Tarde	2024-03-19	13:01	2024-03-19	17:00	00D 03H 59mins
Ē	Yes	Almuerzo	2024-03-19	12:01	2024-03-19	13:00	00D 00H 59mins
Ê	Yes	Mañana	2024-03-19	08:00	2024-03-19	12:00	00D 04H 00mins

Note: This procedure for adding new teams schedules can be done in the same way from the "inhouse personnel-Teams" module.