Manager dashboard

First product

Employee attendance overview

Scenario

You want to check who’s on early shift today.

After login to myKLM...



Hallo Pieter, waar ben je naar op zoek?

Zoek

Flight Ops-nieuws





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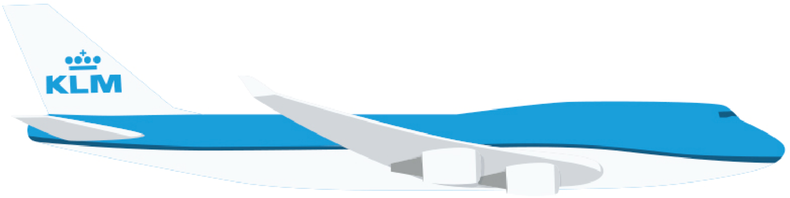


Informatie over de Vrijwillige Vertrekregeling beschikbaar



Title news 1 line

Mijn training & checks



B747

FCL	Technical Questionnaire
LOE	OM-A Questionnaire
	ETOPS Questionnaire
Line check	Case of the month
TRC 1	iBook
TRC 2	iBook



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Zoek

Flight Ops-nieuws





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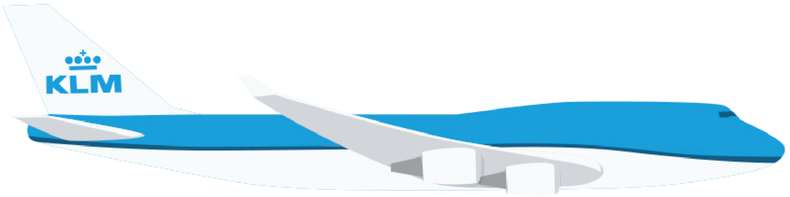


Informatie over de Vrijwillige Vertrekregeling beschikbaar



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Mijn training & checks



B747

FCL	Technical Questionnaire	>
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MyKLM dashboard | My workplace | My HR links | Manager dashboard

5

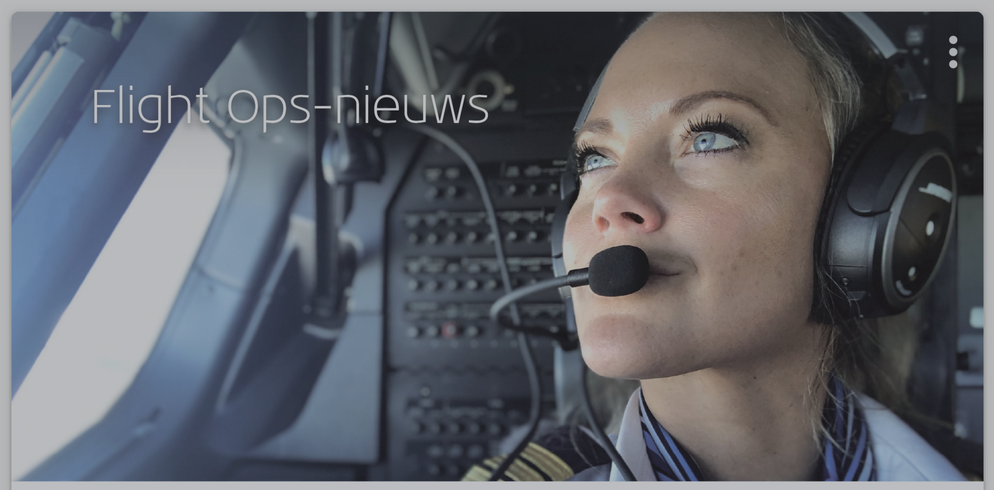
- Employee attendance overview
- Workforce statistics
- Absenteeism dashboard
- Absenteeism and healthcare support

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Zoek



Flight Ops-nieuws





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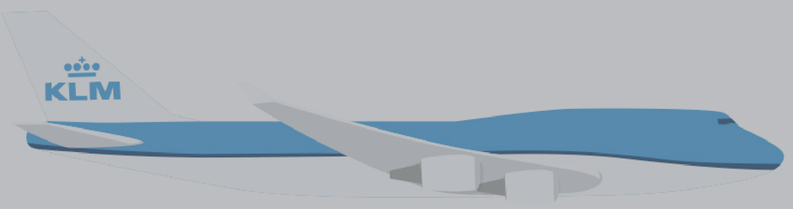


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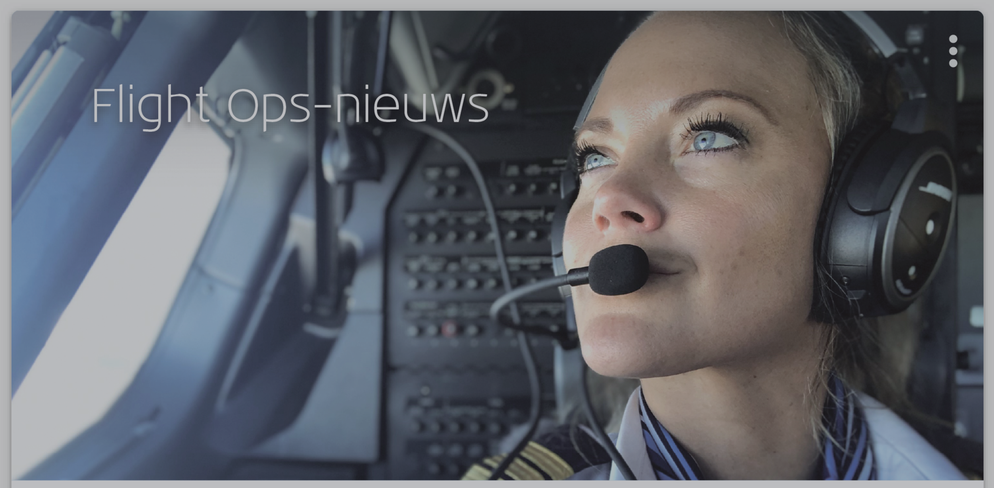
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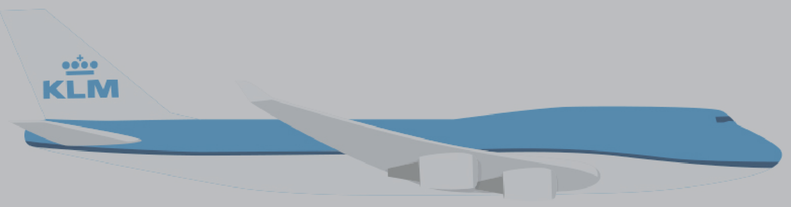


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B747

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Line check	Case of the month	>
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Employee attendance overview

Name

17 January, Thursday

Day Week Month Year | Today

0 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23

Early Shift **2 team lead, 30 agents**

Day Shift **2 team leads, 37 agents**

Night Shift **1 team leads, 20 agents**

Off duty **1 team lead, 14 agents**
Employee leave **3 agents**
Sick leave **2 agents**

Employee attendance overview

Name

17 January,

Day Week Month Year | Today

0 1 2 3 4 5 6 7 8 17 18 19 20 21 22 23

Early Shift **2 team lead, 30 agents**

Night Shift **1 team leads, 20 agents**

Early shift

Team lead

- Colin de Haan
- Tim Lin

Agent

- Arnoud Rutgers van der Loeff
- Linda van der Bunt
- Jaster de Leeuwe
- van Drongelen
- Arjan van Dijk
- Ron Lok
- Visser van Haren
- Wim van der Haar

Employee attendance overview

Name

17 January,

Day Week Month Year | Today

0 1 2 3 4 5 6 7 8 17 18 19 20 21 22 23

Early Shift **2 team lead, 30 agents**

Night Shift **1 team leads, 20 agents**

Early shift

Team lead

- Colin de Haan
- Tim Lin

Agent

- Arnoud Rutgers van der Loeff — Frequent sickness
- Linda van der Bunt
- Jaster de Leeuwe
- van Drongelen
- Arjan van Dijk
- Ron Lok
- Visser van Haren
- Wim van der Haar

Employee attendance overview

Name

17 January,

Day Week Month Year Today

0 1 2 3 4 5 6 7 8 17 18 19 20 21 22 23

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Agent

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- Jaster de Leeuwe
- van Drongelen
- Arjan van Dijk
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Employee attendance overview

Name

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Night Shift **1 team leads, 20 agents**

Off duty **1 team lead, 14 agents**
Employee leave **3 agents**
Sick leave **2 agents**

Scenario

You want to check who was sick this week.

Employee attendance overview

Name

17 January, Thursday

Day Week Month Year | Today

0 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23

Early Shift **2 team lead, 30 agents**

Day Shift **2 team leads, 37 agents**

Night Shift **1 team leads, 20 agents**

Off duty **1 team lead, 14 agents**
Employee leave **3 agents**
Sick leave **2 agents**

Employee attendance overview

Name

17 January, Thursday

Day Week Month Year | Today

Mon	Tue	Wed	Thu	Fri	Sat	Sun
2 TL 30 AG	2 TL 30 AG	2 TL 30 AG	2 TL 30 AG	2 TL 30 AG	2 TL 30 AG	2 TL 30 AG
2 TL 30 AG	2 TL 30 AG	2 TL 30 AG	2 TL 30 AG	2 TL 37 AG	2 TL 30 AG	2 TL 30 AG
2 TL 30 AG	2 TL 30 AG	2 TL 30 AG	2 TL 30 AG	1 TL 20 AG	2 TL 30 AG	2 TL 30 AG
Off 1 TL & 14 AG **EV** 3 AG SK 2 AG	**Off** 1 TL & 14 AG **EV** 3 AG	**Off** 1 TL & 14 AG **EV** 3 AG SK 2 AG	**Off** 1 TL & 14 AG **EV** 3 AG SK 2 AG	**Off** 1 TL & 14 AG **EV** 3 AG	**Off** 1 TL & 14 AG **EV** 3 AG	**Off** 12 AG **EV** 4 AG

Employee attendance overview

Name

17 January, Thursday

Day **Week** Month Year | Today

Mon	Tue	Wed	**Thu**	Fri	Sat	Sun
2 TL **30 AG**	**2 TL** **30 AG**	**2 TL** **30 AG**	**2 TL** **30 AG**	**2 TL** **30 AG**	**2 TL** **30 AG**	**2 TL** **30 AG**
2 TL **30 AG**	**2 TL** **30 AG**	**2 TL** **30 AG**	**2 TL** **30 AG**	**2 TL** **37 AG**	**2 TL** **30 AG**	**2 TL** **30 AG**
2 TL **30 AG**	**2 TL** **30 AG**	**2 TL** **30 AG**	**2 TL** **30 AG**	**1 TL** **20 AG**	**2 TL** **30 AG**	**2 TL** **30 AG**
Off 1 TL & 14 AG **EV** 3 AG **SK** 2 AG	**Off** 1 TL & 14 AG **EV** 3 AG	**Off** 1 TL & 14 AG **EV** 3 AG **SK** 2 AG	**Off** 1 TL & 14 AG **EV** 3 AG **SK** 2 AG	**Off** 1 TL & 14 AG **EV** 3 AG	**Off** 1 TL & 14 AG **EV** 3 AG	**Off** 12 AG **EV** 4 AG

Frequent sickness

Because you notice someone has frequent sickness, you want to check what’s going on with him/her

Employee attendance overview

Name

17 January, Thursday

Day **Week** Month Year | Today

Mon	Tue	Wed	**Thu**	Fri	Sat	Sun
2 TL **30 AG**	**2 TL** **30 AG**	**2 TL** **30 AG**	**2 TL** **30 AG**	**2 TL** **30 AG**	**2 TL** **30 AG**	**2 TL** **30 AG**
2 TL **30 AG**	**2 TL** **30 AG**	**2 TL** **30 AG**	**2 TL** **30 AG**	**2 TL** **37 AG**	**2 TL** **30 AG**	**2 TL** **30 AG**
2 TL **30 AG**	**2 TL** **30 AG**	**2 TL** **30 AG**	**2 TL** **30 AG**	**1 TL** **20 AG**	**2 TL** **30 AG**	**2 TL** **30 AG**
Off 1 TL & 14 AG **EV** 3 AG SK 2 AG	**Off** 1 TL & 14 AG **EV** 3 AG	**Off** 1 TL & 14 AG **EV** 3 AG SK 2 AG	**Off** 1 TL & 14 AG **EV** 3 AG SK 2 AG	**Off** 1 TL & 14 AG **EV** 3 AG	**Off** 1 TL & 14 AG **EV** 3 AG	**Off** 12 AG **EV** 4 AG

Employee attendance overview

Name

17 January, Thursday

Day Week Month Year | Today

Mon	Tue	Wed	Thu	Fri	Sat	Sun
2 TL 30 AG	2 TL 30 AG	2 TL 30 AG	2 TL 30 AG	2 TL 30 AG	2 TL 30 AG	2 TL 30 AG
2 TL 30 AG	2 TL 30 AG	2 TL 30 AG	2 TL 30 AG	2 TL 37 AG	2 TL 30 AG	2 TL 30 AG
2 TL 30 AG	2 TL 30 AG	2 TL 30 AG	2 TL 30 AG	1 TL 20 AG	2 TL 30 AG	2 TL 30 AG
Off 1 TL & 14 AG **EV** 3 AG **SK** 2 AG !	**Off** 1 TL & 14 AG **EV** 3 AG	**Off** 1 TL & 14 AG **EV** 3 AG	**Off** 1 TL & 14 AG **EV** 3 AG	**Off** 1 TL & 14 AG **EV** 3 AG	**Off** 1 TL & 14 AG **EV** 3 AG	**Off** 12 AG **EV** 4 AG

Sickness

Agent

Arnoud Rutgers van der Loeff !

Linda van der Bunt

Employee leave

Agent

Arjan van Dijk

Ron Lok

Employee Attendance Overview

Arnoud Rutgers van der Loeff

17 January, Thursday

Month Year | Today



Arnoud Rutgers van der Loeff

Sickness

Recorded this year	5 days

Bradford Factor

Occurence in the last 12 months (s)	4
Total Duration (D)	8
Bradford Factor (SxSxD)	128

July 2019

Mon	Tue	Wed	Thu	Fri	Sat	Sun
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	1	2	3	4	5

Employee Attendance Overview

Arnoud Rutgers van der Loeff

17 January, Thursday

Month | Year | Today



Arnoud Rutgers van der Loeff

Sickness

Recorded this year	5 days

Bradford Factor

Occurence in the last 12 months (s)	4
Total Duration (D)	8
Bradford Factor (SxSxD)	128

July 2019

Mon	Tue	Wed	Thu	Fri	Sat	Sun
1 Sick leave		3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	1	2	3	4	5

Employee Attendance Overview

Arnoud Rutgers van der Loeff

17 January, Thursday

Month Year | Today



Arnoud Rutgers van der Loeff

Sickness

Recorded this year	5 days

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Occurence in the last 12 months (s)	4
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July 2019

Mon	Tue	Wed	Thu	Fri	Sat	Sun
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	1	2	3	4	5

Employee leave

Employee Attendance Overview

Arnoud Rutgers van der Loeff

17 January, Thursday

Month | Year | Today



Arnoud Rutgers van der Loeff

Sickness

Recorded this year	5 days

Bradford Factor

Occurence in the last 12 months (s)	4
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July 2019

Mon	Tue	Wed	Thu	Fri	Sat	Sun
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	1	2	3	4	5

Night shift

Employee Attendance Overview

Arnoud Rutgers van der Loeff

17 January, Thursday

Month Year | Today



Arnoud Rutgers van der Loeff

Sickness

Recorded this year	5 days

Bradford Factor

Occurence in the last 12 months (s)	4
Total Duration (D)	8
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July 2019

Mon	Tue	Wed	Thu	Fri	Sat	Sun
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	1	2	3	4	5

Day shift

Employee Attendance Overview

Arnoud Rutgers van der Loeff 17 January, Thursday Month Year Today



Arnoud Rutgers van der Loeff

Sickness

Recorded this year	5 days

Bradford Factor

Occurence in the last 12 months (s)	4
Total Duration (D)	8
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July 2019

Mon	Tue	Wed	Thu	Fri	Sat	Sun
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	Early shift	2	3	4	5

Employee Attendance Overview

Arnoud Rutgers van der Loeff

17 January, Thursday

Month | Year | Today



Arnoud Rutgers van der Loeff

Sickness

Recorded this year	5 days

Bradford Factor

Occurence in the last 12 months (s)	4
Total Duration (D)	8
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Bradford Factor
a means of measuring worker absenteeism

July 2019

Mon	Tue	Wed	Thu	Fri	Sat	Sun
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	1	2	3	4	5

Employee Attendance Overview

Arnoud Rutgers van der Loeff

17 January, Thursday

Month Year | Today



Arnoud Rutgers van der Loeff

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Employee attendance overview

Arnoud Rutgers van der Loeff

17 January, Thursday

Month Year | Today



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Check Absenteeism and healthcare support

July 2019

Mon	Tue	Wed	Thu	Fri	Sat	Sun
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
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Absenteeism and healthcare support

Absence and Health Management

Guideline and toolkit of absence and health management

Absenteeism management toolkit

Privacy term

KLM Healthcare Resources

Understand the healthcare recources and facilities in KLM

Physical healthcare

Mental healthcare

Travel healthcare

Preventive Healthcare

Understand the preventive healthcare supported by KLM

Working aids for ears and eyes

Mandatory vaccination

Mandatory medical examination

In Case of Sickness

What you can/should do when your emloyee is sick

Reporting sickness and recovery

Long-term sickness

Financial support for illness

Occupational health assessment and job adjustment

Any questions?

If you have any questions about this, please contact HR Shared Service Center at **hrssc@klm.com.**

Assume that you already know the sick absences were because of eye problems

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Otoplastics or glasses to do your job properly

It is nice to be able to do your job properly and safely. For this reason, KLM has several aids available to protect your eyes and ears or to give you a helping hand. You can see the options available to you below.

- **Ground**
- **Cockpit**
- **KLM Cabin**
- **KLC Cabin**

You can also enter ‘Absenteeism and healthcare support’ from here



Hallo Pieter, waar ben je naar op zoek?

Zoek

Flight Ops-nieuws





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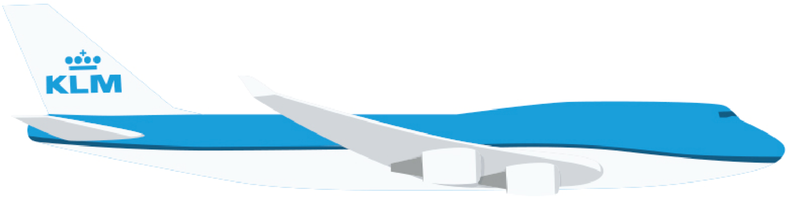


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Title news 1 line

Mijn training & checks



B747

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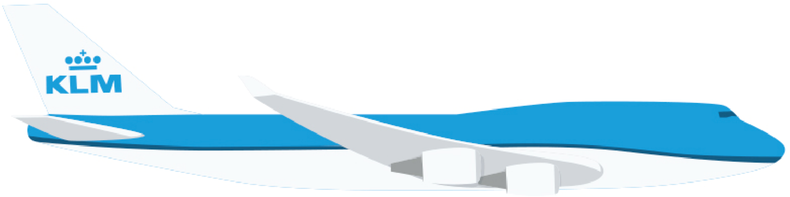


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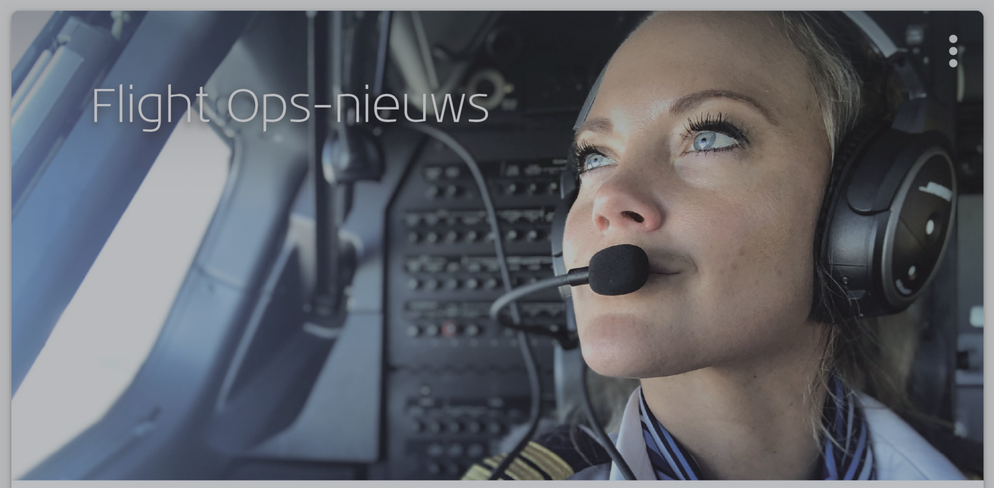
B747

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- Employee attendance overview
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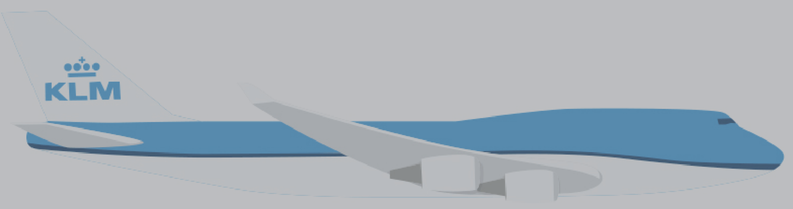


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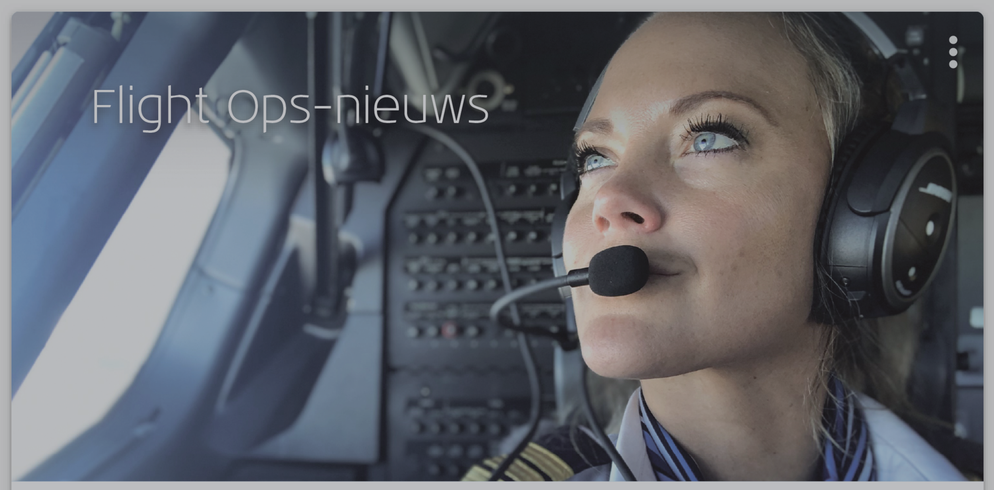
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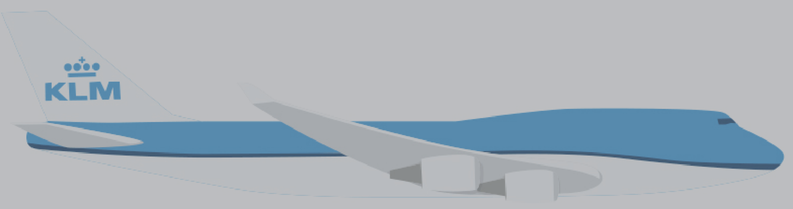


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Next product

Absenteeism dashboard

Scenario

First time to use the absenteeism dashboard.



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Zoek

Flight Ops-nieuws





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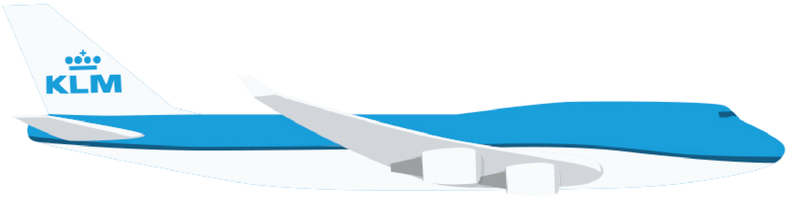


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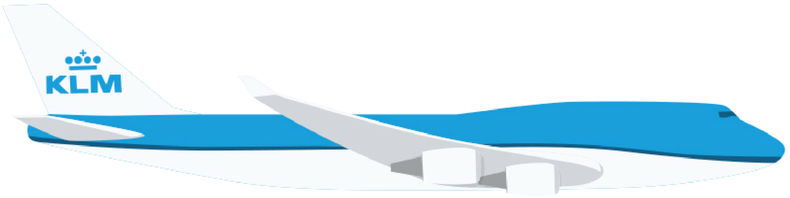


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Title news 1 line

Mijn training & checks



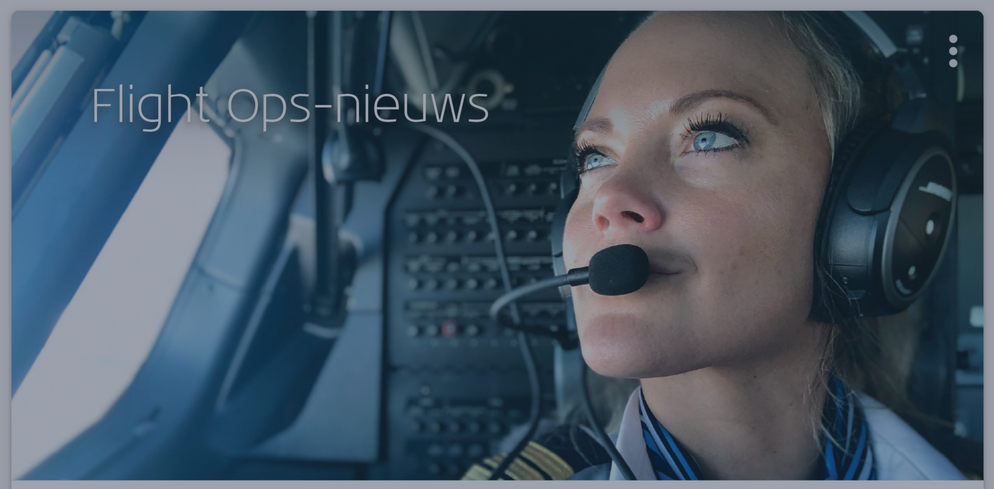
B747

FCL	Technical Questionnaire	>
LOE	OM-A Questionnaire	>
	ETOPS Questionnaire	>
Line check	Case of the month	>
TRC 1	iBook	>
TRC 2	iBook	>

- Employee attendance overview
- Workforce statistics
- Absenteeism dashboard
- Absenteeism and healthcare support



Flight Ops-nieuws





Title news item small titel over 3 regels is natuurlijk ook mogelijk in een nieuws item.

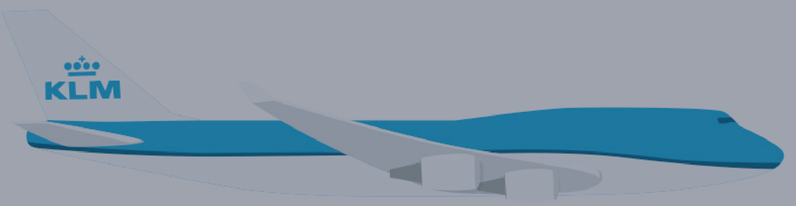


Informatie over de Vrijwillige Vertrekregeling beschikbaar



Title news 1 line

Mijn training & checks



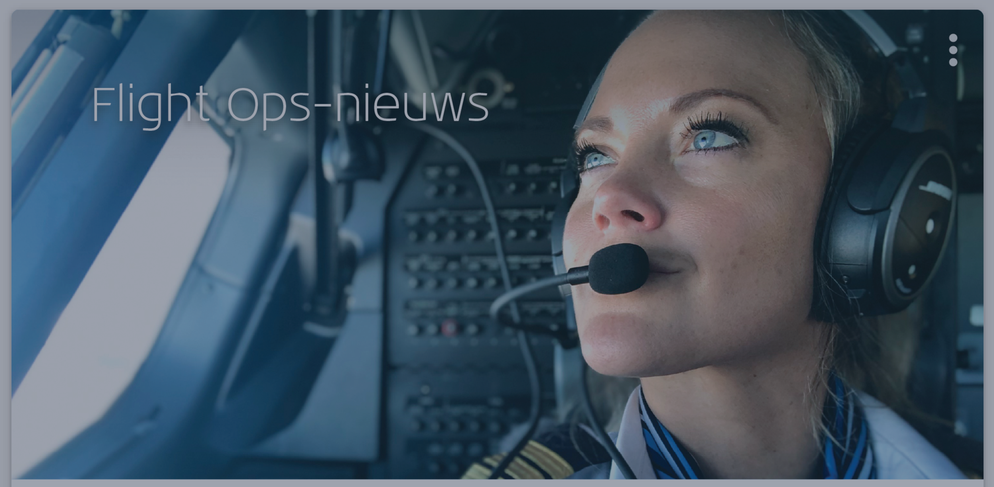
B747

FCL	Technical Questionnaire	›
LOE	OM-A Questionnaire	›
	ETOPS Questionnaire	›
Line check	Case of the month	›
TRC 1	iBook	›
TRC 2	iBook	›

- Employee attendance overview
- Workforce statistics
- Absenteeism dashboard
- Absenteeism and healthcare support

Hallo Pieter, waar ben je naar op zoek?
Zoek







Title news item small titel over 3 regels is natuurlijk ook mogelijk in een nieuws item.

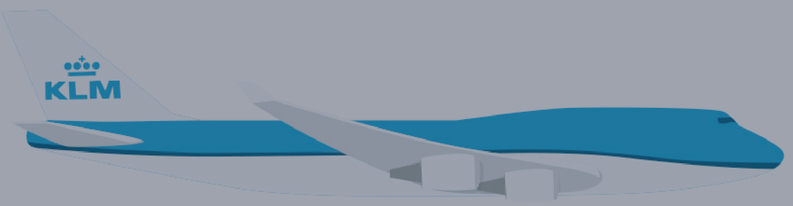


Informatie over de Vrijwillige Vertrekregeling beschikbaar



Title news 1 line

Mijn training & checks



B747

FCL	Technical Questionnaire	>
LOE	OM-A Questionnaire	>
	ETOPS Questionnaire	>
Line check	Case of the month	>
TRC 1	iBook	>
TRC 2	iBook	>

Absenteeism dashboard

Division : CIO-IS
Department name : XXXXX
Department code : SPL/AA

How to use absenteeism dashboard?
Report HR Analytics
Print the report

Summary | History | Team, division and KLM | Age, function and contract percentage

Headcount	Average Age	Average Years of Service	Absenteeism Current Month
907 –	49,3 ↑	20,4 ↑	5,1% –
FTE	**Age > 60 Years**	**Female Percentage**	**Absenteeism 12 Months Average**
829 ↓	15,8% ↑	19,7% ↓	5,2% ↓

Absenteeism dashboard

Division : CIO-IS
Department name : XXXXX
Department code : SPL/AA

How to use absenteeism dashboard?
Report in HR Analytics
Print the report

Summa

d contract percentage

Headcount
The number of peo
group or employed

Headc

90

FTI

82

Month

Average



Welcome to absenteeism dashboard

This introduction shows you how to use the dashboard.

Continue explanation

Absenteeism dashboard

Division : CIO-IS
Department name : XXXXX
Department code : SPL/AA

How to use absenteeism dashboard?
Report to HR Analytics
Print the report

Summa d contract percentage

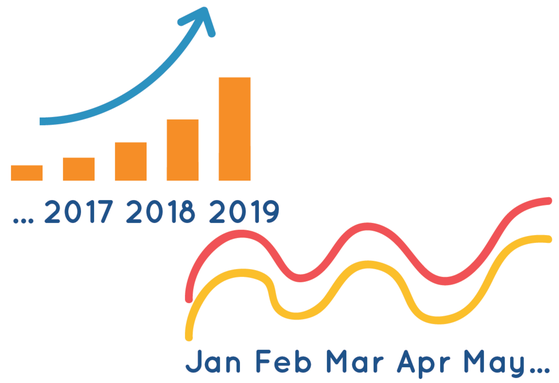
Headcount
The number of peo
group or employed

Headc Month

90

FTI Average

82



Fluctuation and Trends

With this dashboard, you can keep track of the fluctuation and the trends of absenteeism.

PREVIOUS NEXT

Absenteeism dashboard

Division : CIO-IS
Department name : XXXXX
Department code : SPL/AA

How to use absenteeism dashboard?
Report to HR Analytics
Print the report

Summa d contract percentage

Headcount
The number of peo
group or employed

Headc Month

90

FTI Average

82



Correlatted factors

You can check for any factor, such as an event, a new policy, an employment strategy, etc., which could possibly relate to absenteeism. You can provide any potential factor or anything you observe in your team.

PREVIOUS NEXT

Absenteeism dashboard

Division : CIO-IS
Department name : XXXXX
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How to use absenteeism dashboard?
Report to HR Analytics
Print the report

Summa

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Headcount
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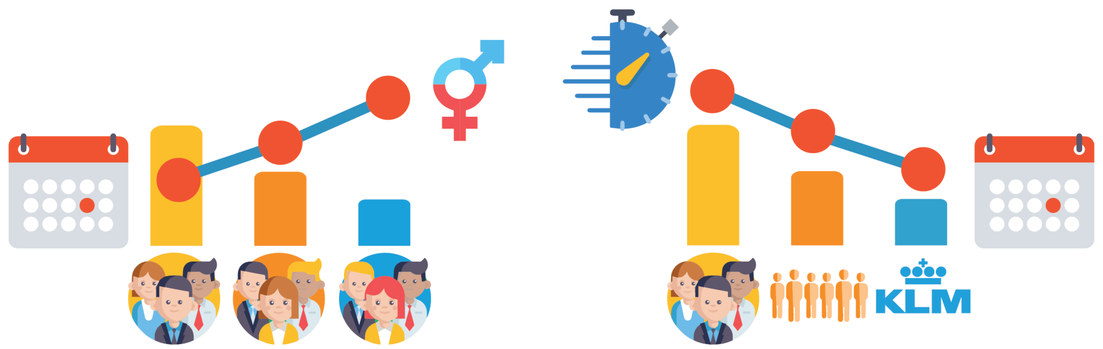
90

FTI

82

Month

Average



Inter-team comparison and Division/KLM average comparison

You can compare your team with the other teams in the same division and with KLM average. This gives you more insights with statistic data.

PREVIOUS NEXT

Absenteeism dashboard

Division : CIO-IS
Department name : XXXXX
Department code : SPL/AA

How to use absenteeism dashboard?
Report to HR Analytics
Print the report

Summa

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Headcount
The number of peo
group or employed

Headc

90

Month

FTI

82

Average



Demographics, functions and contract hours

You can see if demographics, functions or contract hours have influence on absenteeism sitaution and see if you should change any policy or strategy.

PREVIOUS NEXT

Absenteeism dashboard

Division : CIO-IS
Department name : XXXXX
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How to use absenteeism dashboard?
Report to HR Analytics
Print the report

Summa

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Headcount
The number of peo
group or employed

Headc

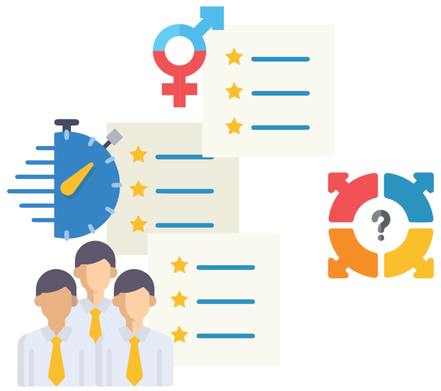
90

FTI

82

Month

Average



Existing findings and examples

If you find any possible relation between absenteeism and a factor, you can check the **existing findings and examples** and see whether the relation has been proved and how to react on it.

PREVIOUS NEXT

Absenteeism dashboard

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Headcount
The number of peo
group or employed

Headc

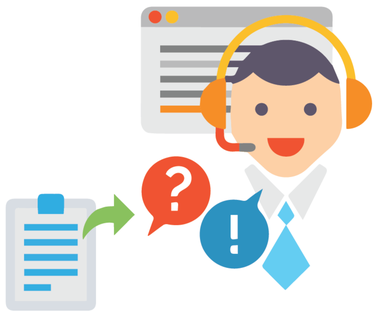
90

FTI

82

Month

Average



Report to HR Analytics

If there is no such relation in the existing findings and examples, you can report to HR Analytics for further support.

PREVIOUS FINISH

Absenteeism dashboard

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Print the report

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Headcount
The total amount of staff

Headcount	Average Age	Average Years of Service	Absenteeism Current Month
907 –	49,3 ↑	20,4 ↑	5,1% –

FTE	Age > 60 Years	Female Percentage	Absenteeism 12 Months Average
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Summary | History | Team, division and KLM | Age, function and contract percentage

FTE
The equivalent employees working full-time (e.g. 2 staff with 50% contract = 1 full-time staff)

FTE
829

Average Age
49,3

Average Years of Service
20,4

Absenteeism Current Month
5,1%

Age > 60 Years
15,8%

Female Percentage
19,7%

Absenteeism 12 Months Average
5,2%

Absenteeism dashboard

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Absenteeism dashboard

Division : CIO-IS
Department name : XXXXX
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How to use absenteeism dashboard?
Report to HR Analytics
Print the report

Summary | History | Team, division and KLM | Age, function and contract percentage

Headcount	Average Age	Average Years of Service	Absenteeism Current Month
907 –	49,3 ↑	20,4 ↑	5,1% – Unchange
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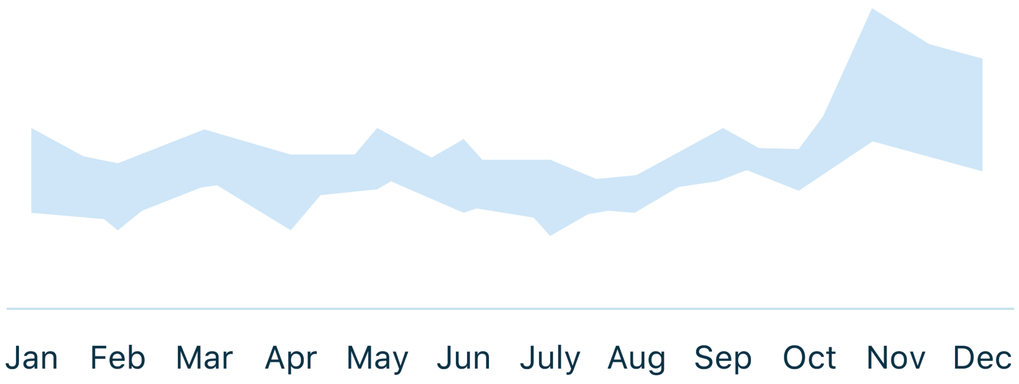
Absenteeism dashboard

Division : CIO-IS
Department name : XXXXX
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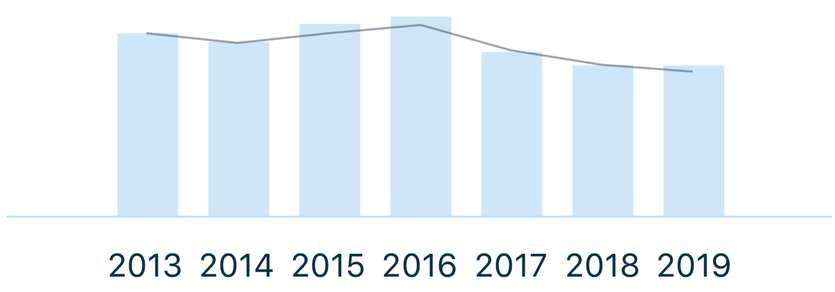
How to use absenteeism dashboard?
Report to HR Analytics
Print the report

Summary | History | Team, division and KLM | Age, function and contract percentage

Absenteeism per month (%)



Absenteeism vs Average amount of absence case/month



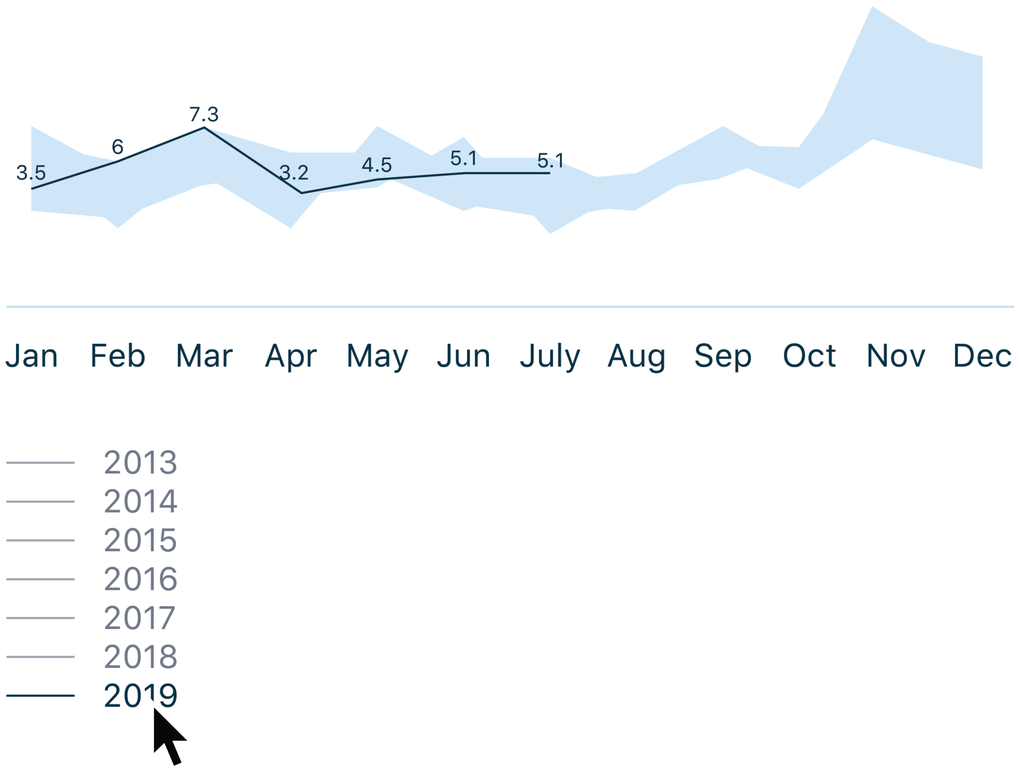
Absenteeism dashboard

Division : CIO-IS
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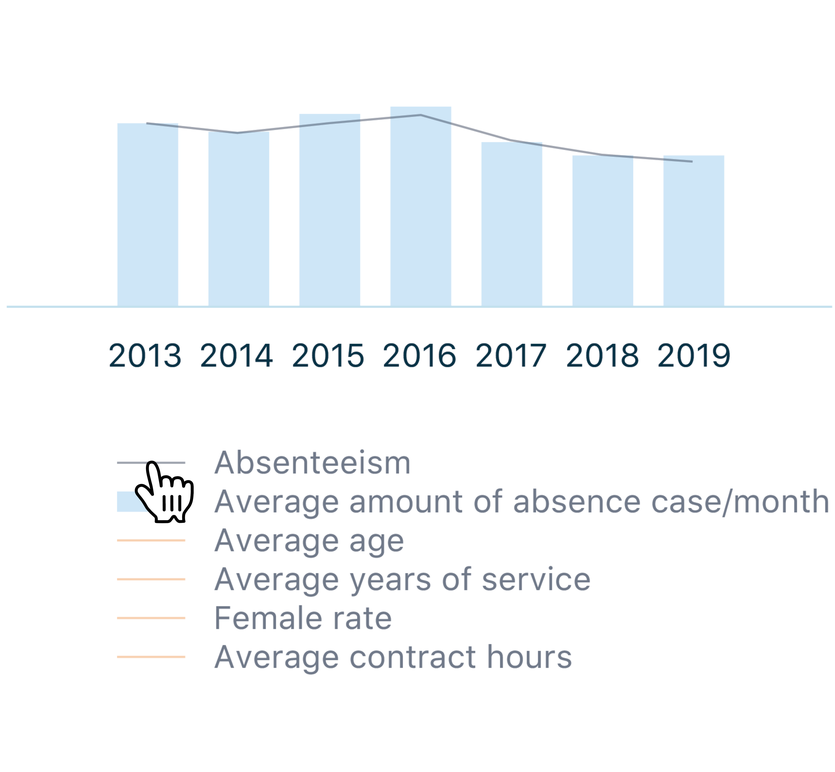
How to use absenteeism dashboard?
Report to HR Analytics
Print the report

Summary | History | Team, division and KLM | Age, function and contract percentage

Absenteeism per month in 2019 (%)



Absenteeism vs Average amount of absence case/month



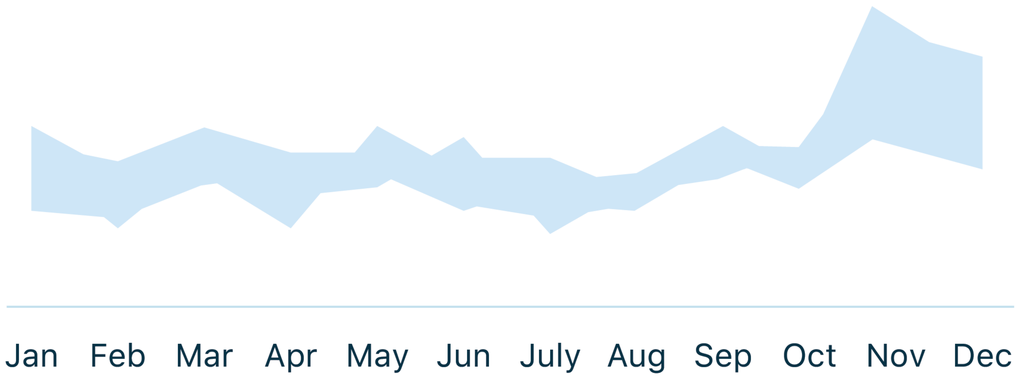
Absenteeism dashboard

Division : CIO-IS
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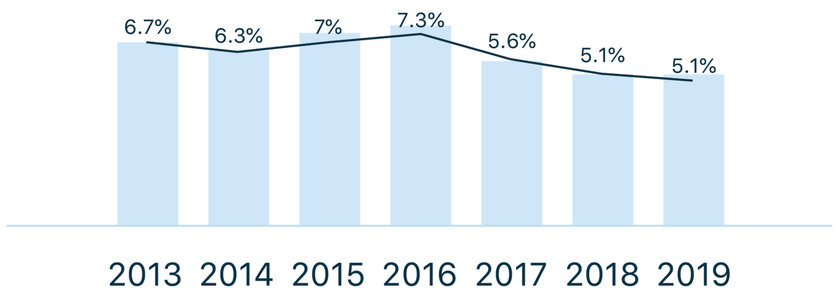
How to use absenteeism dashboard?
Report to HR Analytics
Print the report

Summary | History | Team, division and KLM | Age, function and contract percentage

Absenteeism per month(%)



Absenteeism vs Average amount of absence case/month



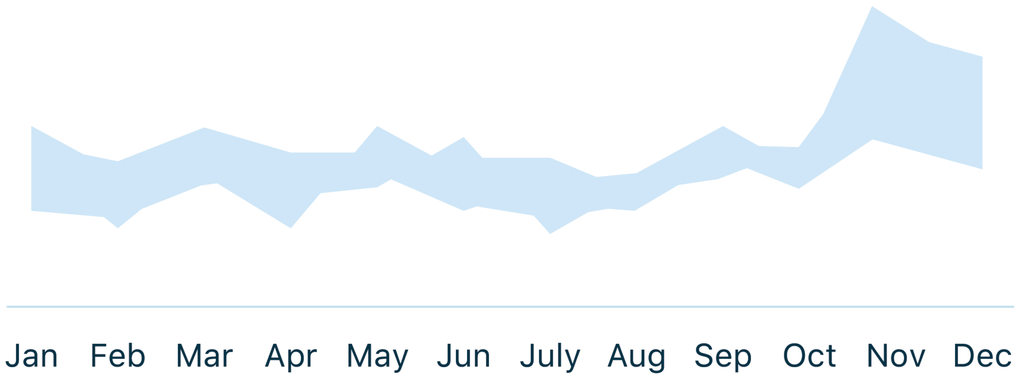
Absenteeism dashboard

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Department name : XXXXX
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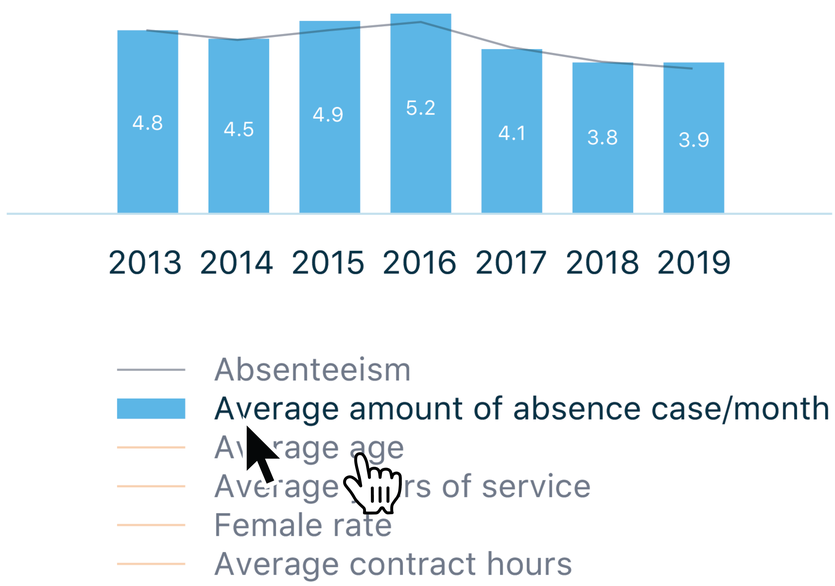
How to use absenteeism dashboard?
Report to HR Analytics
Print the report

Summary | History | Team, division and KLM | Age, function and contract percentage

Absenteeism per month(%)



Absenteeism vs **Average amount of absence case/month**



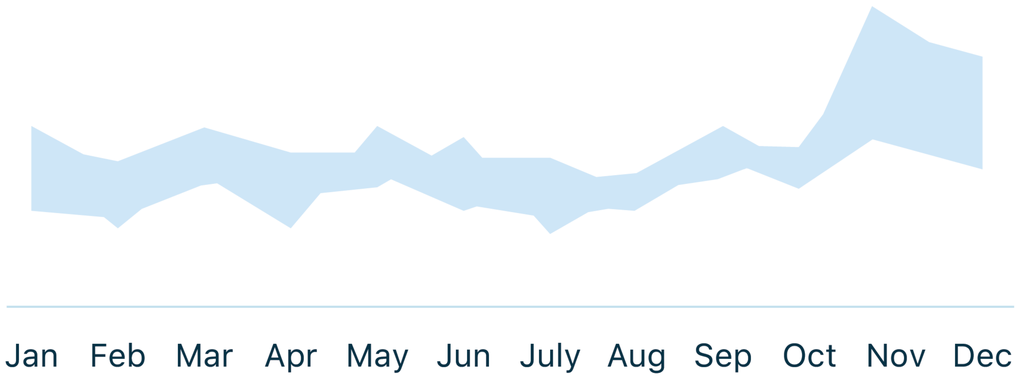
Absenteeism dashboard

Division : CIO-IS
Department name : XXXXX
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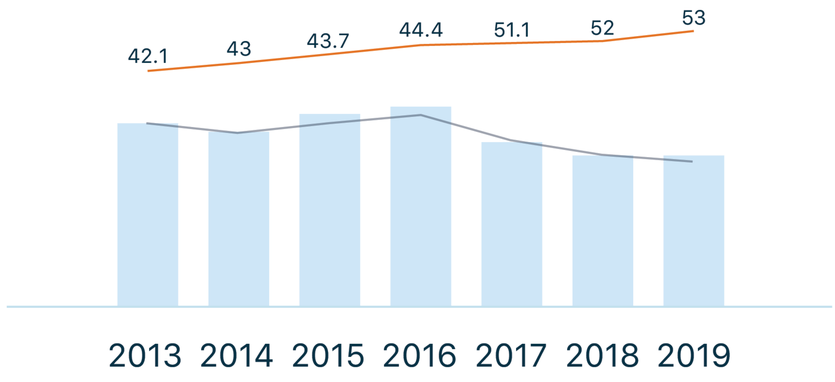
How to use absenteeism dashboard?
Report to HR Analytics
Print the report

Summary | History | Team, division and KLM | Age, function and contract percentage

Absenteeism per month(%)



Absenteeism vs **Average age**



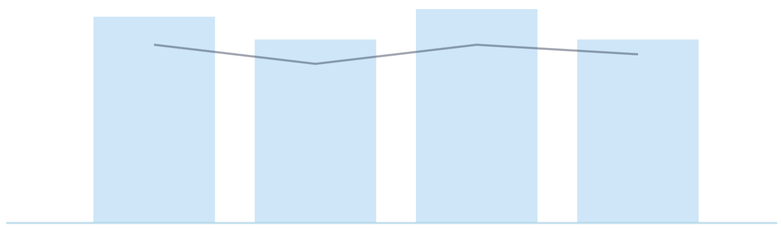
Absenteeism dashboard

Division : CIO-IS
Department name : XXXXX
Department code : SPL/AA

How to use absenteeism dashboard?
Report to HR Analytics
Print the report

Summary | History | Team, division and KLM | Age, function and contract percentage

Absenteeism vs
Average amount of absence case/month



- Absenteeism
- Average amount of absence case/month
- Average age
- Average years of service
- Female rate
- Average contract hours

Absenteeism



- Absenteeism
- Average age
- Average years of service
- Female rate
- Average contract hours

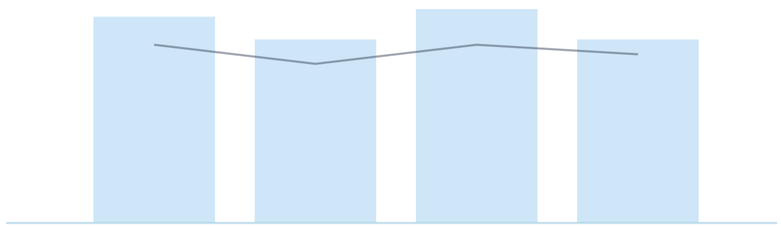
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How to use absenteeism dashboard?
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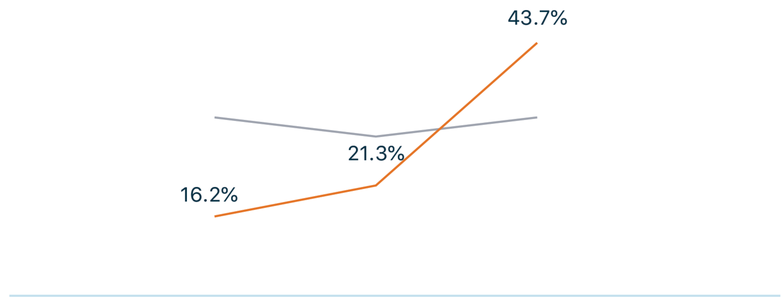
Summary | History | Team, division and KLM | Age, function and contract percentage

Absenteeism vs
Average amount of absence case/month



Absenteeism
Average amount of absence case/month
Average age
Average years of service
Female rate
Average contract hours

Absenteeism vs **Female rate**



Absenteeism
Average age
Average years of service
Female rate
Average contract hours

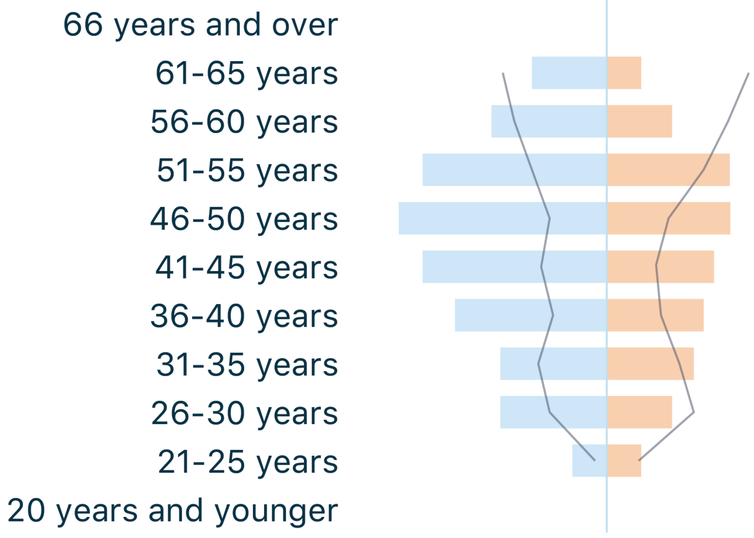
Absenteeism dashboard

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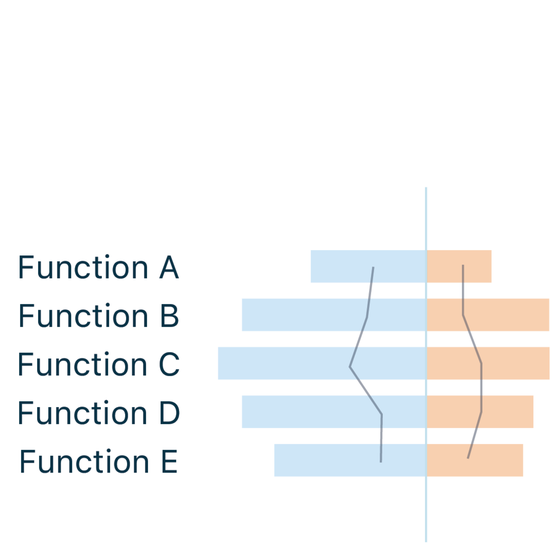
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Summary | History | Team, division and KLM | Age, function and contract percentage

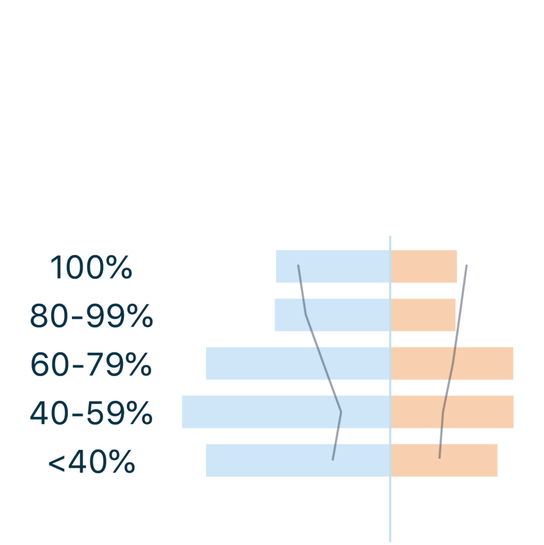
Absenteeism per age bracket



Absenteeism per function group



Absenteeism per contract percentage bracket



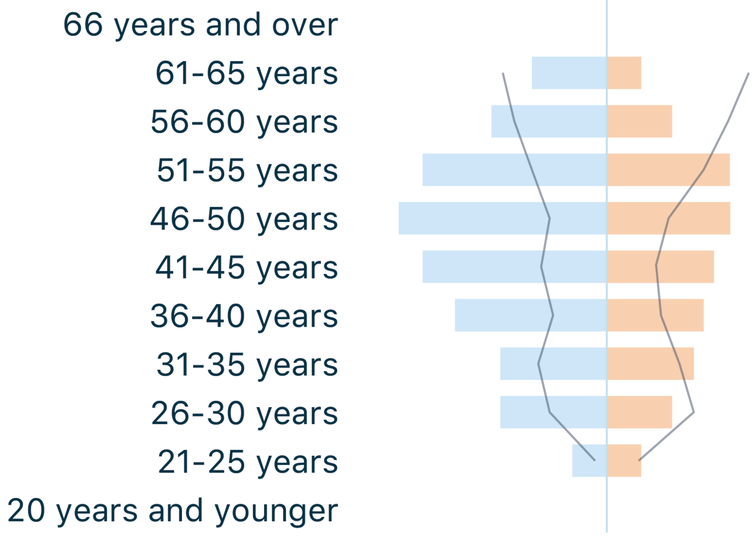
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Department name : XXXXX
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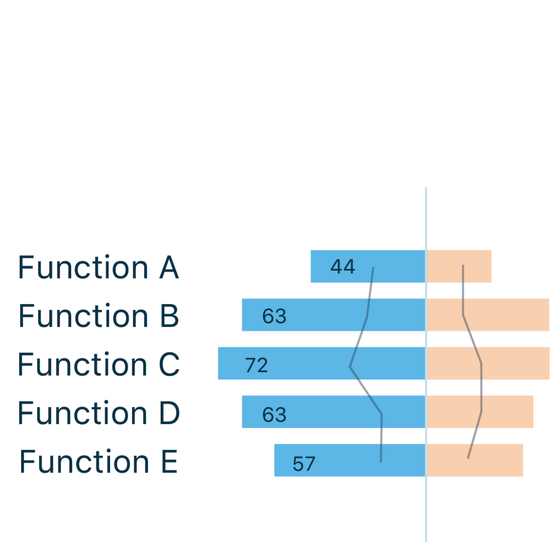
How to use absenteeism dashboard?
Report to HR Analytics
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Summary | History | Team, division and KLM | Age, function and contract percentage

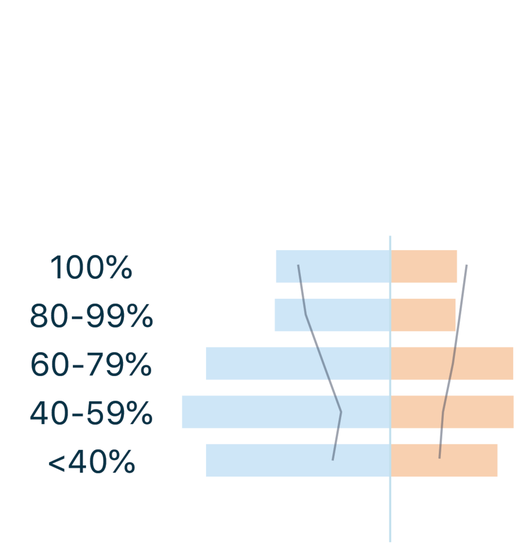
Absenteeism per age bracket



Absenteeism vs **Amount of male employee**



Absenteeism per contract percentage bracket



Scenario

You want to print ‘Summary’ and ‘Absenteeism vs Age’

Absenteeism dashboard

Division : CIO-IS
Department name : XXXXX
Department code : SPL/AA

How to use absenteeism dashboard?
Report to HR Analytics
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Absenteeism dashboard

Division : CIO-IS
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Print | Save as PDF | Report to HR Analytics

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FTE	**Age > 60 Years**	**Female Percentage**	**Absenteeism 12 Months Average**
829 ↓	15,8% ↑	19,7% ↓	5,2% ↓

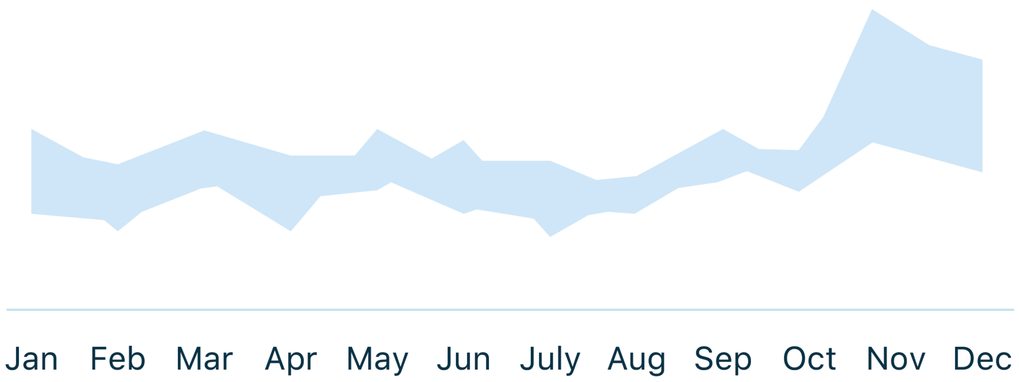
Absenteeism dashboard

Division : CIO-IS
Department name : XXXXX
Department code : SPL/AA

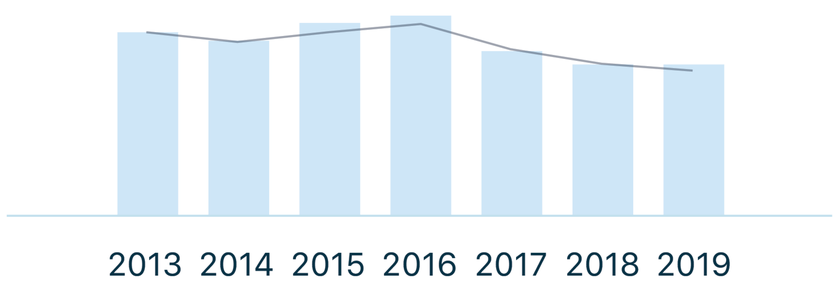
Print | Save as PDF | Report to HR Analytics

Summary | History | Team, division and KLM | Age, function and contract percentage

Absenteeism per month(%)



Absenteeism vs Average amount of absence case/month



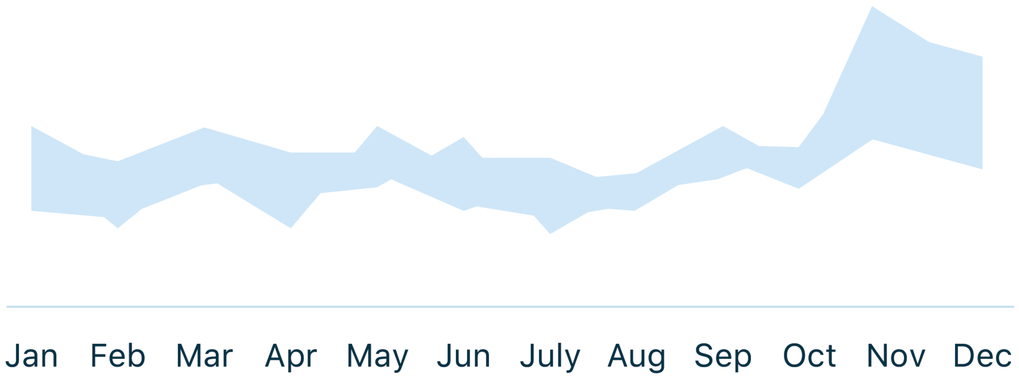
Absenteeism dashboard

Division : CIO-IS
Department name : XXXXX
Department code : SPL/AA

Print | Save as PDF | Report to HR Analytics

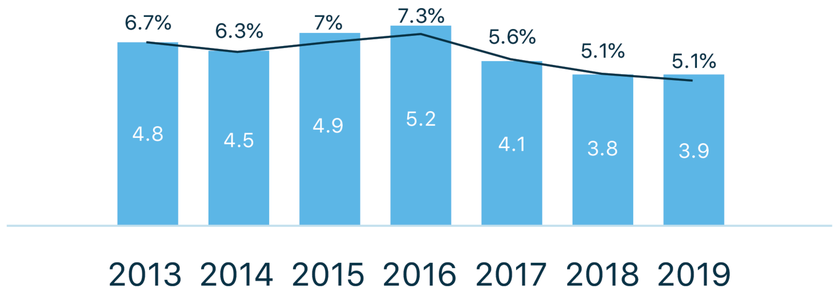
Summary | History | Team, division and KLM | Age, function and contract percentage

Absenteeism per month(%)



2013
2014
2015
2016
2017
2018
2019

Absenteeism vs Average amount of absence case/month



Absenteeism
Average amount of absence case/month
Average age
Average years of service
Female rate
Average contract hours

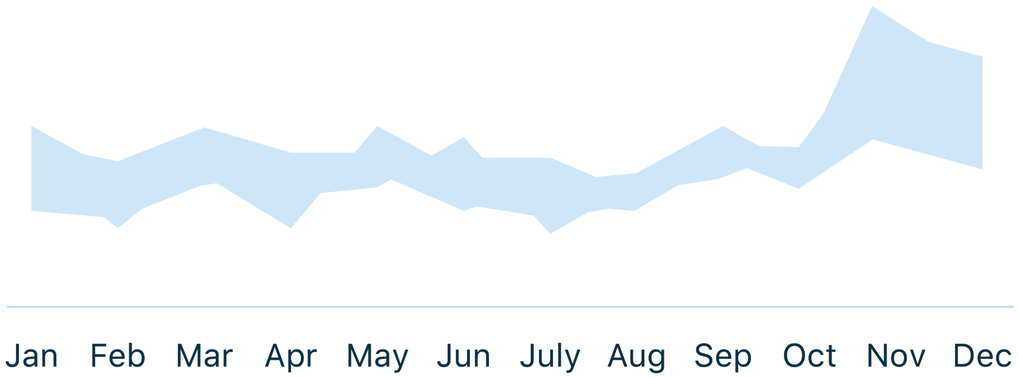
Absenteeism dashboard

Division : CIO-IS
Department name : XXXXX
Department code : SPL/AA

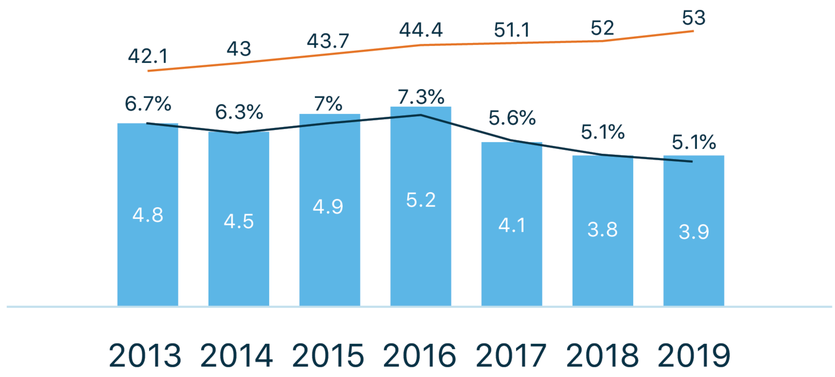
Print | Save as PDF | Report to HR Analytics

☑ Summary | ☑ History | ☐ Team, division and KLM | ☐ Age, function and contract percentage

☐ Absenteeism per month (%)



☑ **Absenteeism vs Average amount of absence case/month vs Average age**



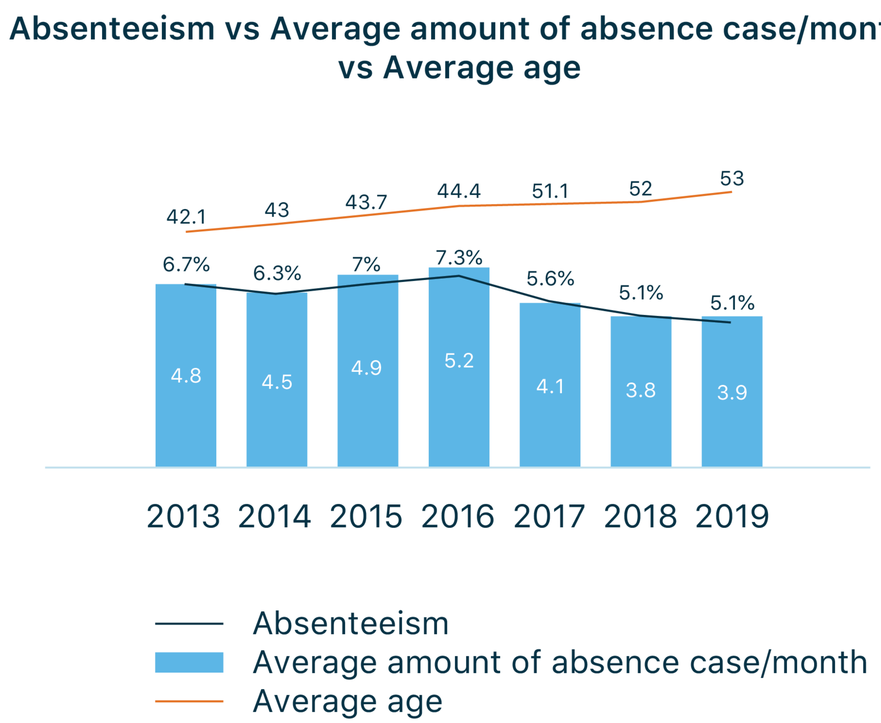
Absenteeism report

Division : CIO-IS
Department name : XXXXX
Department code : SPL/AA

Summary

Headcount	Average Age	Average Years of Service	Absenteeism Current Month
907 –	49,3 ↑	20,4 ↑	5,1% –
FTE	**Age > 60 Years**	**Female Percentage**	**Absenteeism 12 Months Average**
829 ↓	15,8% ↑	19,7% ↓	5,2% ↓

History



Scenario

You want to report the possible correlation you found to HR Analytics.

Absenteeism dashboard

Division : CIO-IS
Department name : XXXXX
Department code : SPL/AA

How to use absenteeism dashboard?
Report to HR Analytics
Print the report

Summary | History | Team, division and KLM | Age, function and contract percentage

Headcount	Average Age	Average Years of Service	Absenteeism Current Month
907 –	49,3 ↑	20,4 ↑	5,1% –
FTE	**Age > 60 Years**	**Female Percentage**	**Absenteeism 12 Months Average**
829 ↓	15,8% ↑	19,7% ↓	5,2% ↓

Absenteeism dashboard

Division : CIO-IS
Department name : XXXXX
Department code : SPL/AA

How to use absenteeism dashboard?
Report to HR Analytics
Pr t the report

Summa d contract percentage

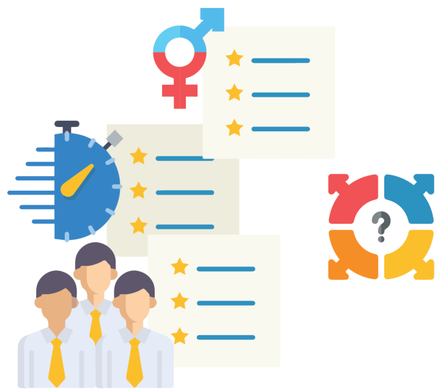
Headcount
The number of peo
group or employed

Headc Month

90

FTI Average

82



Existing findings and examples

Before you report to HR Analytics, you may first **check the existing findings and examples** and see whether the relation you suspect has been proven.

CHECK SKIP

Assume that you have checked those examples already

Absenteeism dashboard

Division : CIO-IS
Department name : XXXXX
Department code : SPL/AA

How to use absenteeism dashboard?
Report to HR Analytics
Pr t the report

Summa d contract percentage

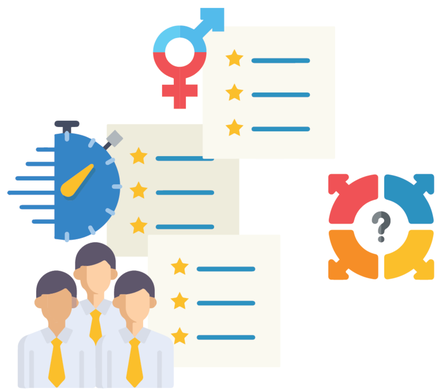
Headcount
The number of peo
group or employed

Headc Month

90

FTI Average

82



Existing findings and examples

Before you report to HR Analytics, you may first **check the existing findings and examples** and see whether the relation you suspect has been proven.

CHECK

SKIP

Absenteeism dashboard

Division : CIO-IS
Department name : XXXXX
Department code : SPL/AA

How to use absenteeism dashboard?
Report to HR Analytics
Print the report

Summa

d contract percentage

Headcount
The number of peo
group or employed

Headc

90

Month

FTI

82

Average

Write your assumption, discription and question

What relation have you found? What happend? What might be the causes? Provide your own observation for analysis.

PREVIOUS

NEXT

Absenteeism dashboard

Division : CIO-IS
Department name : XXXXX
Department code : SPL/AA

How to use absenteeism dashboard?
Report to HR Analytics
Print the report

Summa

d contract percentage

Headcount
The number of peo
group or employed

Headc

90

FTI

82

Month

Average

Write your assumption, discription and question

The absence rate of female staff in function A is much higher than the male staff. I remember those sick absences are mostly about back problems. Is it likely that women hurt their back more easily when they do A?

PREVIOUS

NEXT

Absenteeism dashboard

Division : CIO-IS
Department name : XXXXX
Department code : SPL/AA

How to use absenteeism dashboard?
Report to HR Analytics
Print the report

Summa

d contract percentage

Headcount
The number of peo
group or employed

Headc

90

Month

FTI

82

Average

Upload the relevant files

Upload all the relevant files that would help you with describing your assumption or question.

You can upload up to 5 files, each file up to a maximum of 40 MB.

Add a file From my computer From absenteeism dashboard

PREVIOUS

SENT

You select the document you want to upload

Absenteeism dashboard

Division : CIO-IS
Department name : XXXXX
Department code : SPL/AA

How to use absenteeism dashboard?
Report to HR Analytics
Print the report

Summa

d contract percentage

Headcount
The number of peo
group or employed

Headc

Month

90

FTI

Average

82

Upload the relevant files

Upload all the relevant files that would help you with describing your assumption or question.

You can upload up to 5 files, each file up to a maximum of 40 MB.

Absenteeism_report_25-07-2019

Add a file From my computer From absenteeism dashboard

PREVIOUS

SENT

Absenteeism dashboard

Division : CIO-IS
Department name : XXXXX
Department code : SPL/AA

How to use absenteeism dashboard?
Report to HR Analytics
Print the report

Summa d contract percentage

Headcount
The number of peo
group or employed

Headc Month

90

FTI Average

82



Sent successfully

The report has been sent to HR Analytics. You will receive the response around 5-7 work days.