

# Our NEW isolved release goes live

## February 11, 2022

Release 8.2 – The updates keep coming!  
We are working hard to provide the best tools for you and your team.

**In this release:**  
Missing Punch Request Updates  
Expired Punch Status for Dashboards

## Workforce Management

### Time & Labor Management: Missing Punch Request Updates

Our 8.2 release adds additional functionality to our existing Submit Missing Punch functionality. Users can now view pending submitted missing punches on the time card screen in the core application as well as approve/reject right on the timecard.

**Note:** ESS users must have “Edit Punch” permissions under Client Management > Time Management > Time Card Permissions Rules to approve/reject these punch requests.

Employee: Charlie (Chuck) B Brown, Pay Group: BI-Weekly, Hourly: 0.0000, Location: SALT LAKE CITY, UT, Department: 100

Employee Has Pending Punch Requests! Click Here To View

Calendar | Spreadsheet | Sun 02/06/2022 - Sat 02/19/2022

Time	2/6	Mon 2/7	Tue 2/8	Wed 2/9	Thu 2/10	Fri 2/11	Sat 2/12	Sun 2/13	Mon 2/14
12:00 AM	-	-	-	-	-	-	-	-	-
1:00 AM	-	-	-	-	-	-	-	-	-
2:00 AM	-	-	-	-	-	-	-	-	-
3:00 AM	-	-	-	-	-	-	-	-	-
4:00 AM	-	-	-	-	-	-	-	-	-
5:00 AM	-	-	-	-	-	-	-	-	-
6:00 AM	-	-	-	-	-	-	-	-	-
7:00 AM	-	-	-	-	-	-	-	-	-
8:00 AM	-	Pending 8:00 AM	-	-	-	-	-	-	-
9:00 AM	-	-	-	-	-	-	-	-	-
10:00 AM	-	-	-	-	-	-	-	-	-
11:00 AM	-	-	-	-	-	-	-	-	-
12:00 PM	-	-	-	-	-	-	-	-	-
1:00 PM	-	-	-	-	-	-	-	-	-
2:00 PM	-	-	-	-	-	-	-	-	-
3:00 PM	-	-	-	-	-	-	-	-	-
4:00 PM	-	-	-	-	-	-	-	-	-
5:00 PM	-	-	-	-	-	-	-	-	-

**Punch Request Details:**

- Punch:** In Mon 8:00 AM, Out -
- Duration:** 0.00
- Status:** Pending
- Notes:** Sorry, I forgot to punch in this morning
- Additional Notes:** Do you feel sick today? No
- Labor:** Work Safely
- Alerts:** Time is on my side Yes it is, This is a test, please enter a response This is a test response

**Actions:** Approve, Reject

- Notes attached to the punch will be displayed in the slide-out details
- Because a pending punch has yet to be processed with Time rules, Labor and Alerts will not be applied until the punch is approved
- Once approved, the punch will be processed through the Hours Allocation Rules.
- Rejected punches will not display on the time card screen but will be seen in the My Dashboard/Pending Punches tool with the punch status set to rejected.

### Time & Labor Management: Expired Punch Status for Dashboards

We have added a new status to the submitted missed punches called "Expired". If there are pending submitted missed punches in a date range being committed for payroll, any requests still pending will automatically be set to expired (meaning the request is now expired), removing the pending status so no further action can be taken.

**Note:** Expired missed punch requests will not display on the time card screen, but will be seen in the My Dashboard/Pending Punches tool with the punch status set to expired

The screenshot shows the 'My Dashboard' interface for 'Isolved University'. The 'Pending Punches' section is active, displaying a list of punches filtered by 'Expired' status. The filters include Policy Group, Worked Labor, EE Status, Manager, EE Group, Pay Group, Labor Value, EE Type, and Supervisor. The table below shows one punch record with the following details:

All	Status	TCID	EEID	Employee	Date/Time	Type	Mode	Departm...	Task	Departm...	Job	Order	Overrides...	Notes	Status Ch...	Status Ch...
<input type="checkbox"/>	Expired	119	119	Brown, Char...	01/27/2022...	Normal	Auto							1378553	mkoiby	02/07/2022...