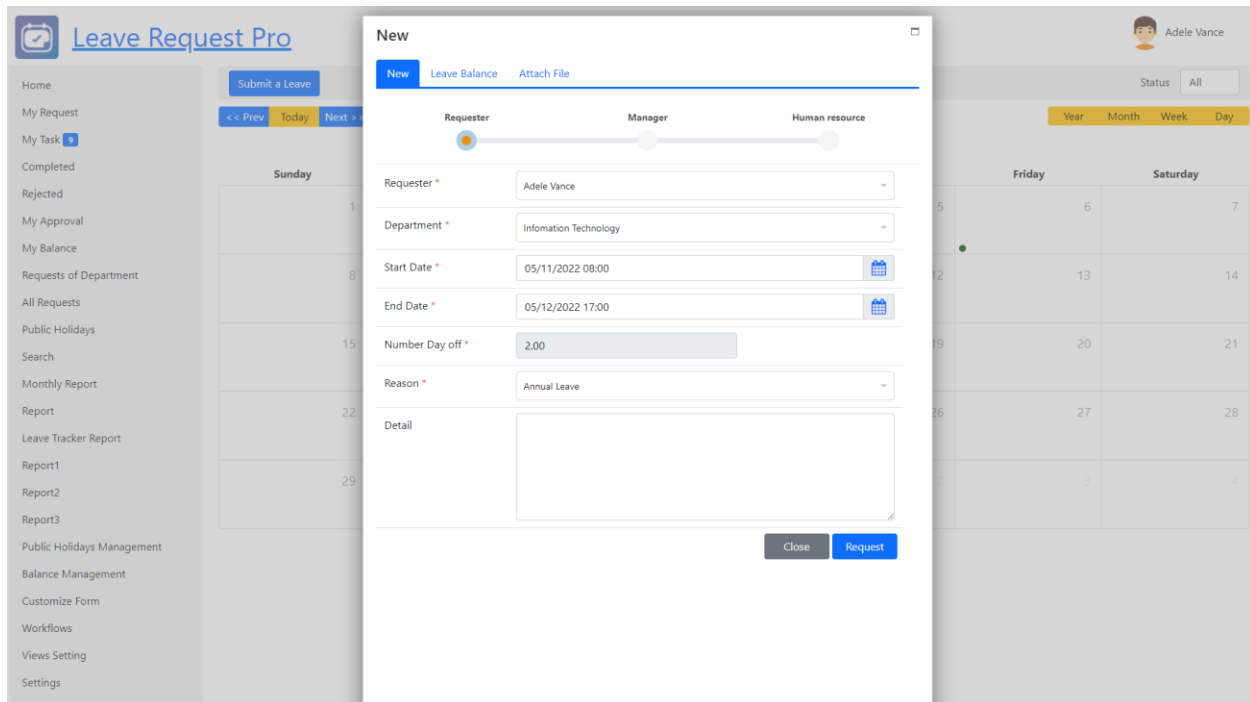# Leave Request Pro for SharePoint

Request, track, approve and manage the requested. Easy to use, configured and very flexible

It is a system that supports end-users to request time off in your organization & allows the admin defines the system without code. It allows for creating a custom form and designing the workflow and you can change anything in the system for consistent with your organization. End users easy to create & manage the request. It provides all information to help the manager makes the approval. It is also a SharePoint Hosted add-in, all data of the add-in saves on your SharePoint site.

Key features of the add-in
Allow requesting, approve, reject & cancel the request
Ability to approve multi requests at the same time
Allow automatic calculation on the number of days (Including public holidays & weekends)
Allow automatic set of the approver(manager) when creating the request

Allow set up employee's leave balance

Support fiscal year

Allow adding attachment files to the request

Create unlimited stages of the workflow

Track information process of the workflow

The administration (or admin) can delete/cancel the request

Allows change the date-time format

Automatic e-mail notifications of requests, approvals, and rejections.

Customize the navigation. Allows restrict users who can see the reports, setting, ... pages

Design a custom request form consistent with your organization. Allows add, edit, and delete any custom field in the form

Define the workflow in your organization. You can choose: who is 'assign to' person? which is the next step? Which step can edit data in the 'Request' form?

Edit the e-mail template for e-mail notifications

Define the custom search view. You can define the search view that you want: filter, fields display

Support the balance/taken report for employees

Define the custom report. You can define the report that you want: filter, fields display, ...

Export to Word, Excel, print data (Supports Chrome, Firefox)

This app is free to download and comes with a free trial, requiring a paid subscription after the trial.

Click this link to watch the Video

More than 3000 clients trust it

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