



SMS to Qmlativ - Time Off Cross References

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Glossary of Terms

The table below will help you reference terms that differ from SMS to Qmlativ.

SMS	Qmlativ
Group	Time Off Type
Roll Codes	Allocation Definition
T.O. Codes	Time Off Type
Reason Codes	Time Off Reason
Time Off Default Set Up	Entitlements

Report Cross-Reference

The table below will help you reference reports that differ in name from SMS to Qmlativ. Please note, reports in Qmlativ are not built identically to those in SMS and you may notice differences in how report data displays.

SMS	Qmlativ
Daily Breakdown Report	There is no direct equivalent; you may create a custom report if necessary.
Detail Transaction Report	There is no direct equivalent; you can locate the data by navigating to  MENU > Administrative Access > Time Off > Employee Time Off Types and by using the following reports. <ul style="list-style-type: none"> Employee Time Off Balance Employee Time Off Balance Days Time Off Transaction List
Employee Absentee Report	There is no direct equivalent; you may create a custom report if necessary.
Employee Access Time Off Requests	Time Off Transaction List
Employee Setup Report	There is no direct equivalent; you can locate the data by navigating to  MENU > Administrative Access > Time Off > Employee Time Off Types .
Employee Time Off Calendar Report	There is no direct equivalent. You cannot be without an employee calendar in Qmlativ; you can report on the Assignment Calendar from many locations in the software.

Time Off Audit Report	There is no direct equivalent; you may create a custom report if necessary.
Time Off Tracker	There is no direct equivalent; you can locate the data by navigating to ≡ MENU > Administrative Access > Time Off > Employee Time Off Types .
Unapproved Time Off Requests Report	Time Off Transaction Approvers

Different Locations

The table below will help you reference locations that differ in name from SMS to Qmlativ.

SMS	Qmlativ
Group Codes can be found by navigating to PAC > Human Resources > Time Off > Codes > Group Code .	Time Off Types can be found by navigating to ≡ MENU > Administrative Access > Time Off > Time Off Type .
Hours/Days can be found by navigating to PAC > Human Resources > Time Off > Codes > Hours/Days .	Hours Per Days at 1.0 FTE can be found by navigating to ≡ MENU > Administrative Access > Position > Position > open Position > General tab > Hours Per Day at 1.0 FTE .
Roll Codes can be found by navigating to PAC > Human Resources > Time Off > Codes > Roll Codes .	Allocation Definitions can be found by navigating to ≡ MENU > Administrative Access > Time Off > Allocation Type > open Allocation Type > Allocation Definitions tab .
Reason Codes can be found by navigating to PAC > Human Resources > Time Off > Codes > Reason Codes .	Time Off Reasons can be found by navigating to ≡ MENU > Administrative Access > Time Off > Time Off Reason .
T.O. Codes can be found by navigating to PAC > Human Resources > Time Off > Codes > T.O. Codes .	Time Off Types can be found by navigating to ≡ MENU > Administrative Access > Time Off > Time Off Type .