

View my vacation – Special Vacation Storage

This guide shows you how to view the storage of your special vacation days earned last year which you can use in the current year after 1 May



SDU

Search

Good afternoon, [Redacted]

Me Tools Others

QUICK ACTIONS

- Personal Details
- Document Records
- Identification Info
- Contact Info
- Family and Emergency Contacts

APPS

- Directory
- Onboarding
- Checklist Tasks
- Time and Absences
- Personal Information
- Current Jobs
- Roles and Delegations

Show More

Things to Finish

Assigned to Me

0

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The screenshot shows a mobile application interface for 'Time and Absences' on the SDU platform. At the top, there is a navigation bar with the SDU logo and a hamburger menu icon on the left, and search, home, and notification icons on the right. Below the navigation bar is a dark header with a back arrow and the text 'Time and Absences'. The main content area features a large, semi-transparent grey circle with a white square inside, which is highlighted by a green callout bubble containing the text 'Select 'Absence Balance''. Below this, there are four white cards with blue icons and text:

- Add Absence**: Request an absence and submit for approval.
- Absence Balance**: Review current plan balances and absences taken or requested.
- Existing Absences**: View, change or withdraw existing absence requests.
- Calendar**: View your shifts, absences, and public holidays.

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SDU 

Absence Balance Actions

Plan Balances

Balance As-of Date: Current date

Special Vacation	4,62 Days
Special Vacation Earning	2,1 Days
Special Vacation Storage	0 Days
Vacation Days (Almindelige feriedage)	18,72 Days

Select 'Special Vacation Storage'

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The screenshot shows the 'Plan Balance' page for 'Special Vacation Storage'. At the top, there is a navigation bar with the SDU logo and a search icon. Below this, the page title 'Plan Balance' is displayed next to a user profile icon. The main content area shows the plan name 'Special Vacation Storage' and a date selector for '*Balance As-of Date' set to '01-07-2021'. A green callout bubble points to the date selector with the text 'Click 'the calendar' to change the date'. Below the date selector, the 'Plan Balance' is shown as '0 Days'. A yellow callout bubble points to this area with the text 'Here you see the balance accrued during the previous year which can be used in the current year, after 1 May'. Underneath, there is a 'Summary' section with the heading 'Amounts in Days' and a 'Plan Term' of '01-05-2021 - 30-04-2022'. At the bottom of the summary, there is a small icon of a nest with a bird and the text 'There's nothing here so far.'