Evaluate daily coverage

Daily Coverage shows how a schedule differs from staffing requirements by comparing the daily variance between the staffing plan and the current schedule for a shift or schedule zone, for one or all jobs. It shows the difference between the number of employees required and the number of employees who are scheduled for a job, for a selected time span within the time period of Scheduler.

To view Daily Coverage

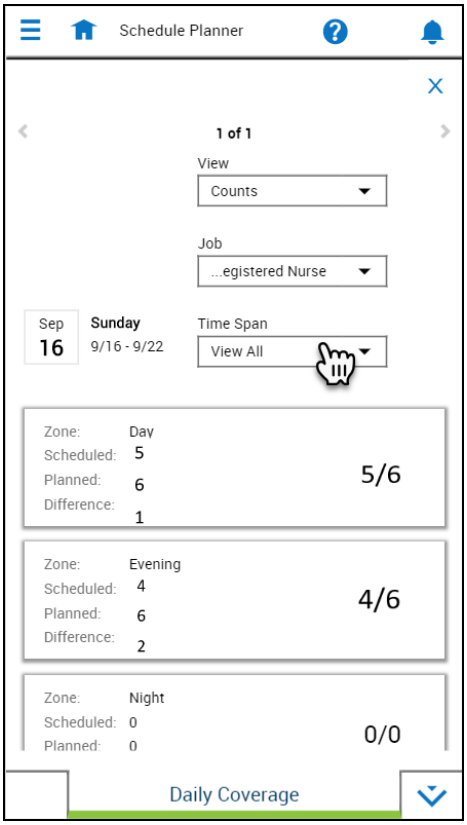
1. Select the **Daily Coverage** tab.
2. Select the applicable information from the drop-down boxes documented below.
3. When finished, click **Apply**.

The data that appears depends on the following:

- Selected time span
- Selected Location
- Counts or coverage view
- Individual job or total jobs

View

Select Counts, Coverage, Actual Counts, or Actual Coverage.



- Counts view shows the scheduled number followed by the planned number.
- The background color can be configured to show overcoverage, undercoverage, or equal coverage for specific jobs.
- If you also select Job > Total Jobs, the counts are available only if the jobs use the same workload shift set or schedule zone set, and only for spans that are in the schedule shifts and zones.
    - Plus sign (+) — At least one job has over coverage.
    - Minus sign (–) — At least one job has under coverage.
    - Both plus and minus signs — The span has both undercoverage and overcoverage.
- Coverage view shows a bar graph. (Not available if you select Job > Total Job.)
    - Indicates undercoverage and overcoverage.
    - Shaded bar graph and tool tips indicate variances between scheduled and planned workloads.
    - Each cell displays the scheduled number.
    - Actual Counts view
    - Actual Coverage view

Job

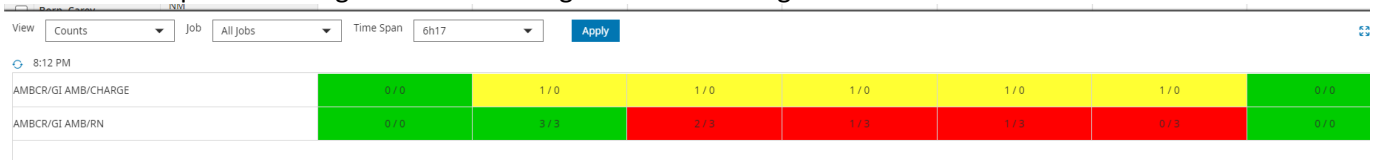
Select one of the following:

- To display all assigned jobs in the Location query during the time span, select All Jobs. Each job is on a separate line.
- To display the sum of all the jobs only if the jobs use the same workload shift set or schedule zone set, and only for spans that are in the schedule shifts and zones, select Total Jobs (default).

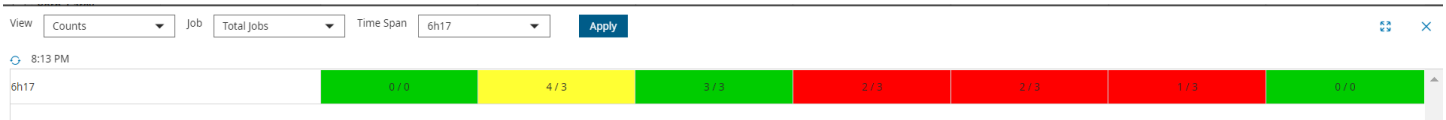
Time Span

The following types of shifts are displayed:

- Scheduled — Number of employees whose shifts cover the span exactly and have no job transfers. Scheduled breaks do not affect the value.
- Planned — Required coverage from the Staffing Plan that is configured in the Workload Planner.



Select from the following:



- Total Shifts — Displays the single sum total for all the shifts for the entire day that compares the scheduled number of employees to the planned coverage for all shifts at the location and time period
- View All — Compares the scheduled number of employees to the planned coverage. One row for each shift and zone for the selected jobs.
    - Select a single Job, or to display only the common shifts that are configured for all of the jobs, select **All Jobs**.
- 12-Hour — Compares the scheduled number of employees to the planned coverage. One row for each 12-hour period in the day, the first row starts from the start time of the earliest shift or zone for the job.
    - Do not select All Jobs.
    - For Scheduled, a shift must cover the period completely to be defined as scheduled. If any part is a job transfer, the shift does not cover the period. A single employee's shift or a group of shifts from multiple employees can combine to cover the staffing requirement of the span.

- 8-Hour — Compares the scheduled number of employees to the planned coverage. One row for each 8-hour period in the day, the first row starts from the start time of the earliest shift or zone for the job.
    - Do not select All Jobs.
- 4-Hour — Compares the scheduled number of employees to the planned coverage. One row for each 4-hour period in the day, the first row starts from the start time of the earliest shift or zone for the job.
    - Do not select All Jobs.
- 1-Hour — Compares the scheduled number of employees to the planned coverage. One row for each 1-hour period in the day, the first row starts from the start time of the earliest shift or zone for the job.
    - Do not select All Jobs.
- Single Shifts — Compares the scheduled number of employees to the planned coverage. One row for each job.
    - Select a single shift.
    - Select a single Job, or to display only the common shifts that are configured for all of the jobs, select **All Jobs**.
- Single Zones — Coverage for a schedule zone that is assigned to the location
    - Select a single zone.
    - Select a single Job, or to display only the common shifts that are configured for all of the jobs, select **All Jobs**.

- Additional coverage counting views are available using these combinations of Job and Time Zone selections:
- Total Jobs + Total Shifts
- Total Jobs + View All
- Total Jobs + Time Segment (single shift or zone)
- All Jobs + Total Shifts
- These views provide a more comprehensive analysis of coverage across the locations loaded in the schedule without needing to manually add coverage counts in individual time spans.