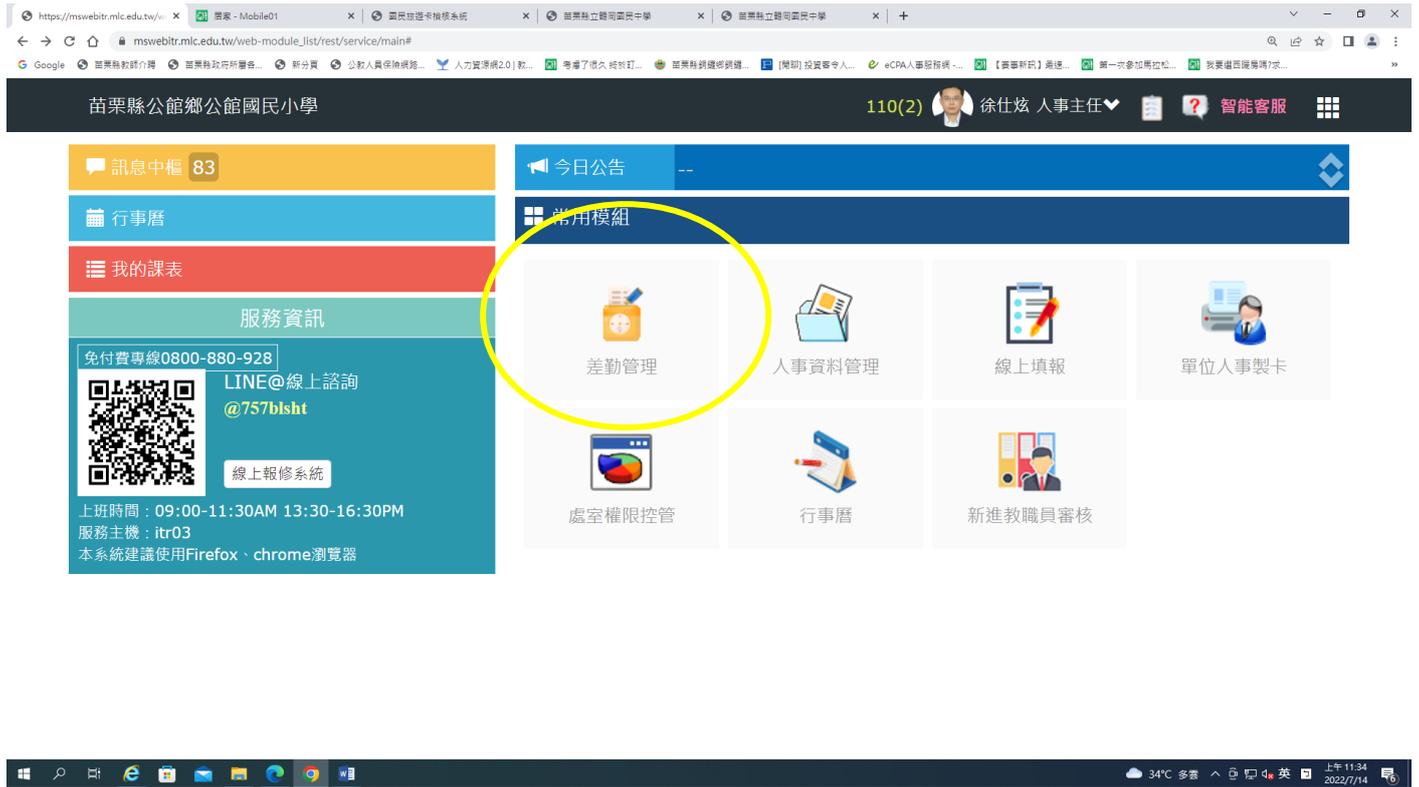
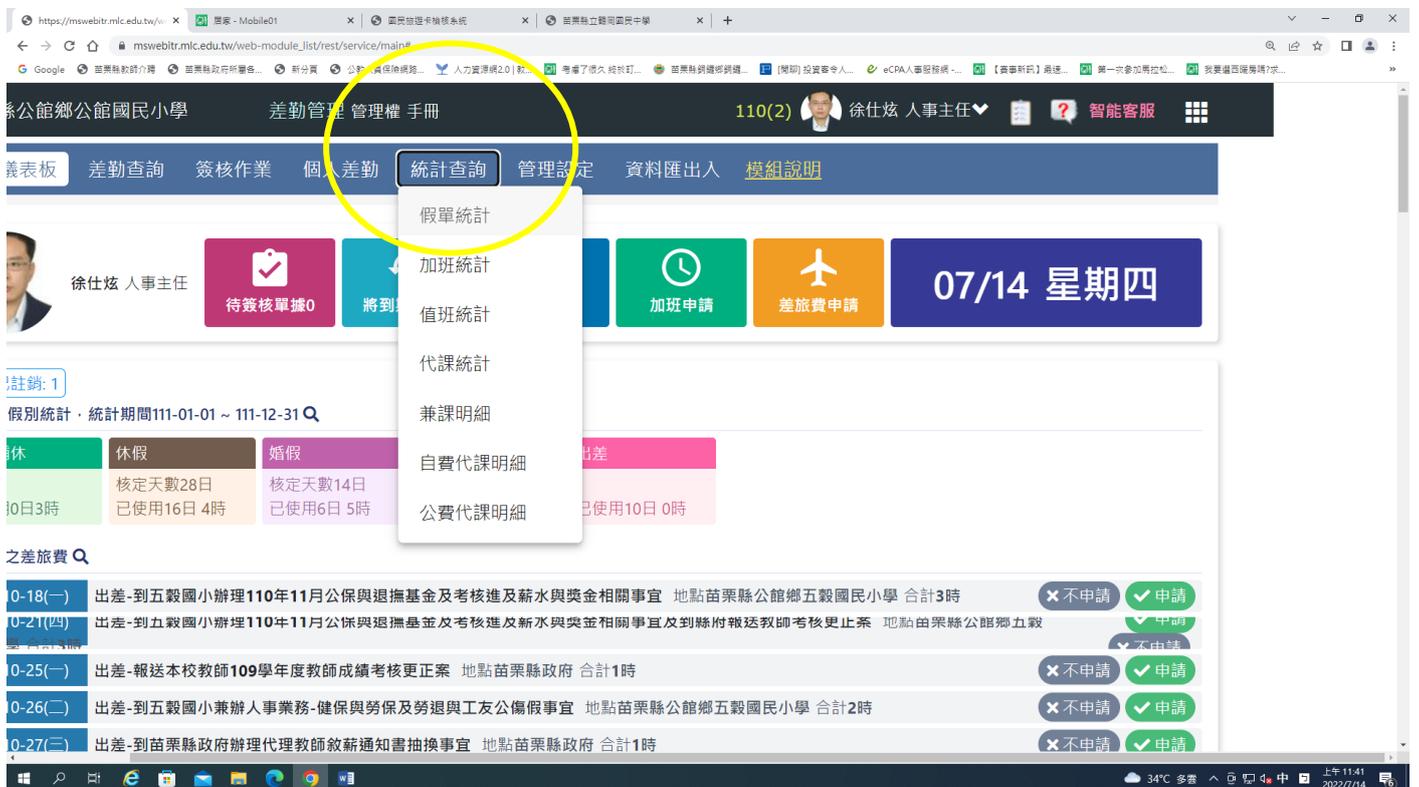


# 1.請點選差勤管理



# 2.請點選統計查詢-假單統計



3.請點選假別查詢為”休假”、”學年”->點選複合查詢，如此就能看到是否休完這學年度  
休假天數，最後請點選匯出明細

The screenshot shows a web application interface for attendance management. The user is logged in as '徐仕炫' (Xu Shizhuo), an HR manager. The interface includes a navigation menu with options like 'Attendance Dashboard', 'Attendance Query', 'Approval', 'Personal Attendance', 'Statistics Query', 'Management Settings', 'Data Import/Export', and 'Help'. The 'Statistics Query' section is active, showing filters for 'Identity Query' (All), 'Personnel Query' (HR Dept), and 'Person' (Xu Shizhuo). The 'Vacation Query' is set to 'Vacation' and 'Date Range' is 'School Year' (110-08-01 to 111-07-31). A 'Complex Query' button is highlighted in yellow. Below the filters, a table shows the vacation status for Xu Shizhuo: 26 days and 3 hours.

請假人員	休假
徐仕炫	26日 3時

4.請幫人事列印出上開頁面的截圖(請按鍵盤上的 PrintScreen 後再開啟 Word 貼上)與匯  
出明細的 Excel 表後蓋上您的職章。