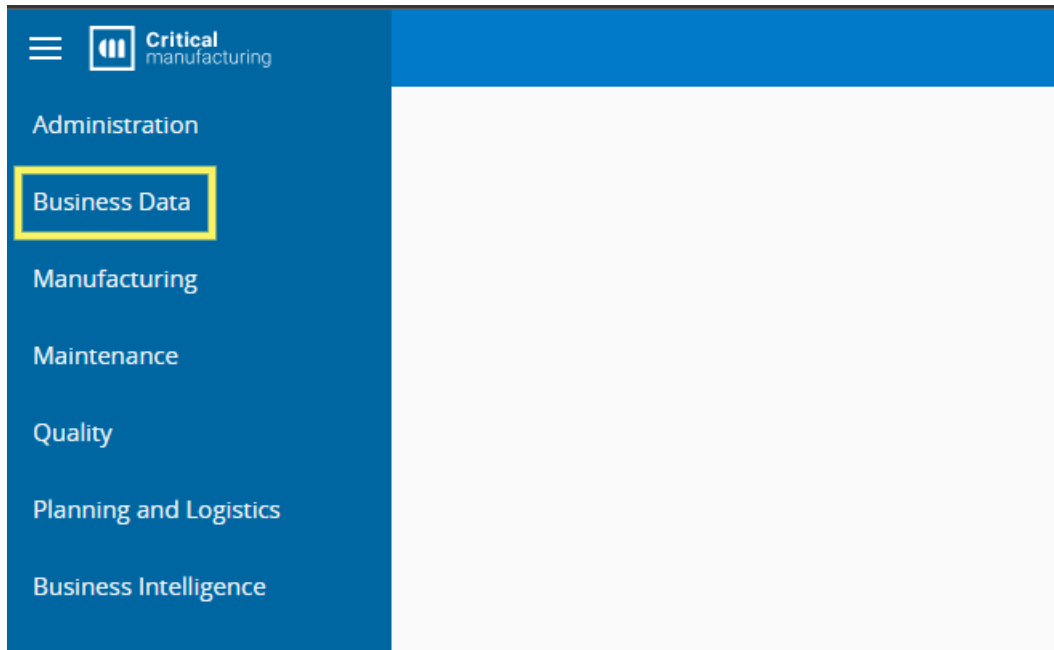
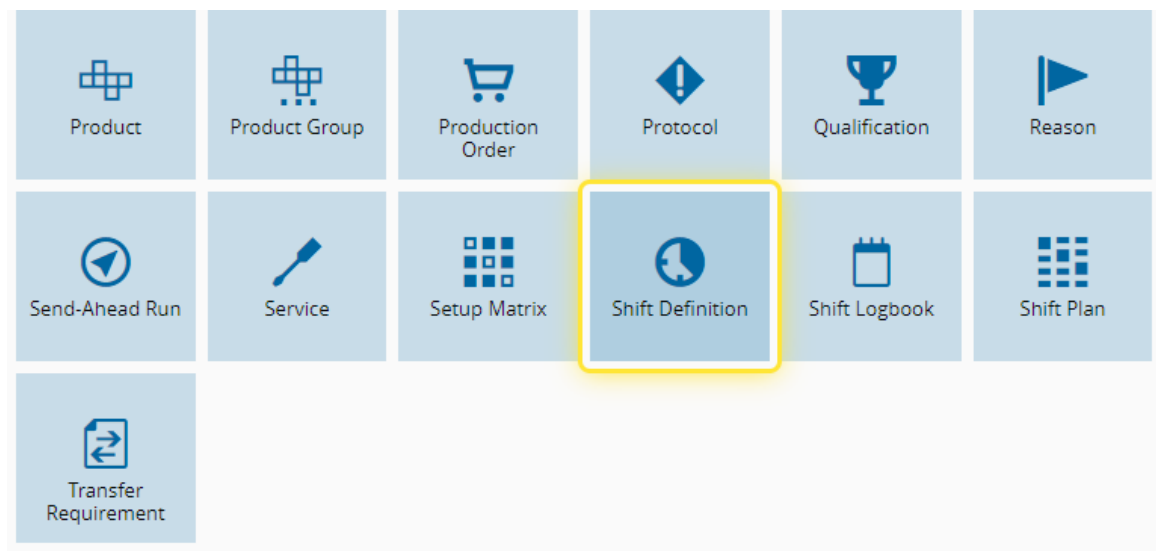


## How to: Create a Shift Definition

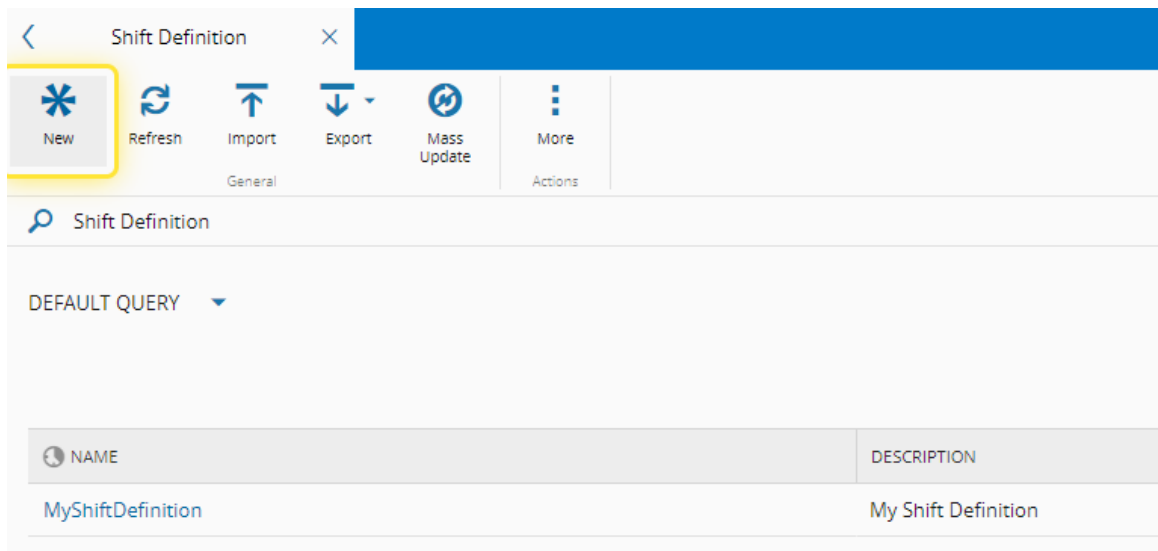
1. Go to the Business Data menu.



2. Select the Shift Definition entity.

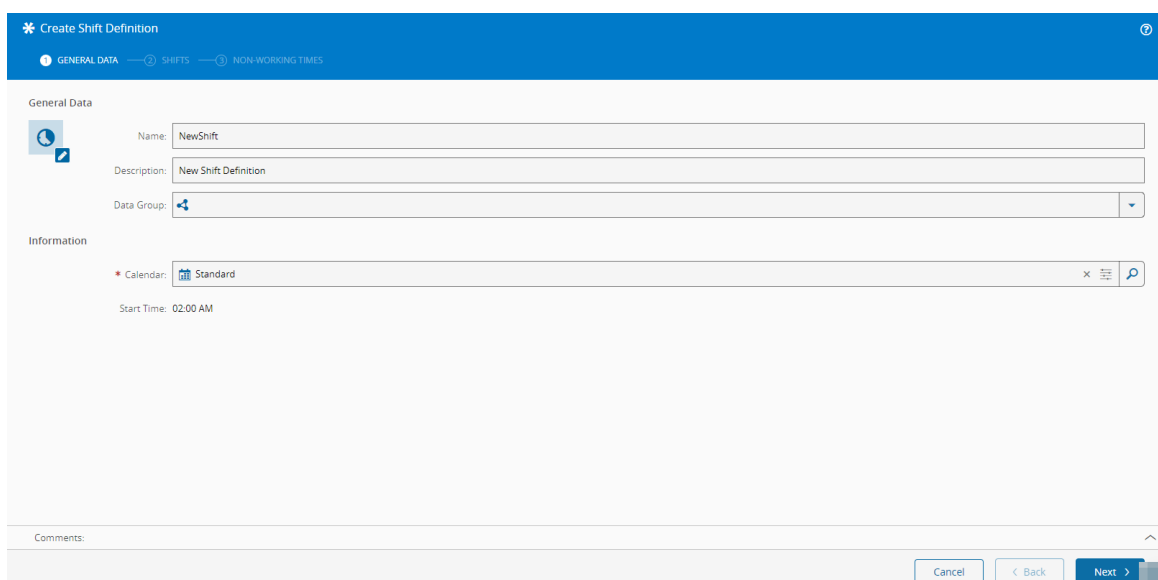


3. Select the New button.

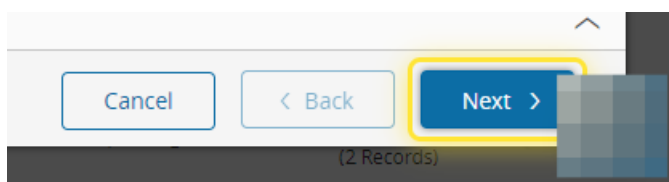


4. Under the Create Shift Definition wizard, complete the necessary fields.

For more information, see [Create Shift Definition - Critical Manufacturing Documentation Portal](#)



5. Select the Next button.



6. Add your desired Shifts and Non-Working Times.

**Create Shift Definition**

GENERAL DATA — SHIFTS — **NON-WORKING TIMES**

| SHIFT                               | SHIFT1  | NON-WORKING TIME          |
|-------------------------------------|---------|---------------------------|
| Shift1<br>From 12:00 AM to 12:00 PM | Night   | From 12:00 AM to 08:00 AM |
| Shift2<br>From 12:00 PM to 12:00 AM | Morning | From 08:00 AM to 05:00 PM |

Total Working Time: 7h / Total Non-Working Time: 17h

Non-Working Time Details

\* Name: Morning

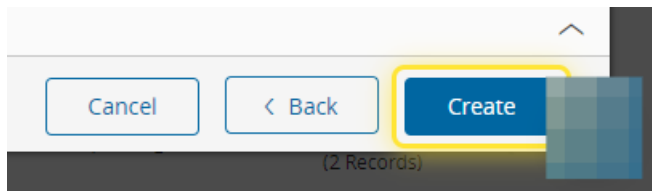
\* Start Time: 08:00 AM

\* End Time: 05:00 PM

Comments:

Cancel < Back **Create**

7. Select the Create button to apply.



Cancel < Back **Create**

(2 Records)