Umoja Portal - System Messages

In the Umoja Portal, there are three types of system messages. These messages vary depending on the type of action that needs to be taken.
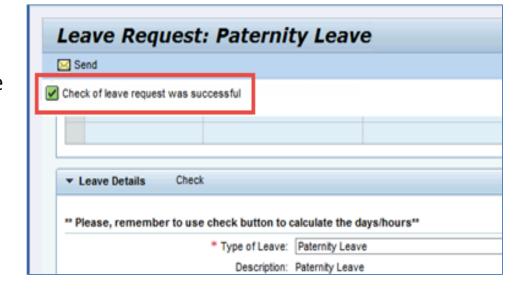
Information Message

Warning Message

Error Message

Information Message: An information message appears when you have completed a process successfully. These appear only for informational purposes and do not require any further action.

Leave Request: Paternity Leave

Send

☑ Check of leave request was successful

▼ Leave Details   Check

** Please, remember to use check button to calculate the days/hours**

* Type of Leave: Paternity Leave
Description: Paternity Leave

Umoja Portal - System Messages

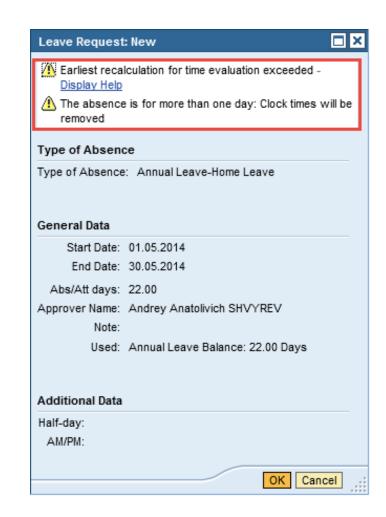| Information Message	Warning Message	Error Message

Warning Message: A warning message indicates that Umoja has detected a possible error or contradiction and the entry should be verified.

- In some cases the messages are standard SAP texts that may not have a clear meaning for the user.

- However, this type of message still allows you to submit a form and does not prevent processing.

Leave Request: New

⚠ Earliest recalculation for time evaluation exceeded - Display Help

⚠ The absence is for more than one day: Clock times will be removed

Type of Absence

Type of Absence: Annual Leave-Home Leave

General Data

Start Date: 01.05.2014
End Date: 30.05.2014
Abs/Att days: 22.00
Approver Name: Andrey Anatolivich SHVYREV
Note:
Used: Annual Leave Balance: 22.00 Days

Additional Data

Half-day:
AM/PM:

OK   Cancel

Umoja Portal - System Messages

Information Message	Warning Message	Error Message
✅	⚠️	🛑

Error Message: An error message appears in Umoja when an incorrect entry is made or when a required entry is omitted or incomplete.

The system will not allow you to continue to the next field or screen until you correct the indicated problem.

William TURNER - Leave Request: Annual Leave, 24.06.2014

✉ Send

🛑 No quota available for att./abs. Annual Leave(1100) for pers. no. 09999902 between 24.06.2014 and 24.06.2014 - Display Help
🛑 You must make an entry in the Att./abs. days field

▼ Leave Details   Check

** Please, remember to use check button to calculate the days/hours**

* Type of Leave:	Annual Leave	▼
Description:	Annual Leave	

General Data

* Start Date:	24.06.2014	📅
* End Date:	24.06.2014	📅
Att./abs. days:		0.00
Approver Name:	Juan Carlos ARAUJO GALVEZ	
New Note:		