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Workforce Management Web for Supervisors Help

Master Schedule State Group Totals: Options Dialog Box

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Use the **Options** dialog box to specify the columns that the **Master Schedule State Group Totals** view display.



1. Click **Options** on the **Master Schedule State Group Totals** view's **Actions** toolbar.
The Options dialog box opens. The Columns tab is selected by default.
2. Select the check boxes for the items that you want to be displayed.
3. Clear the check boxes for the items that you want to be excluded from the display.
4. Click the **Options** tab to display and modify the current **Coverage** and **Forecast Graph** color choices.
5. Click any of the color setting bars to open a color tool for that setting:
 - **Coverage Scheduled**
 - **Forecast Staffing Calculated**
 - **Forecast Staffing Required**

This tool is described in the Configuration module topic.

6. Click **OK** to apply your choices.