Absenteeism Tracking Tool

The purpose of the Absenteeism Tracking Tool, which has been development in Microsoft Access 2007, is to keep track of and analyze absenteeism data gathered through Workplace Satisfaction Surveys. The surveys are to be help periodically on pre-defined time periods to enable adequate analysis of absenteeism causes and to measure effectiveness of mitigation strategies implemented to reduce absenteeism.

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Please contact the COAA office coaa.admin@coaa.ab.ca, including a signed License Agreement, to make arrangements to have the full best practice tool sent to you.

Best Practice Documents

- License Agreement (on the next page)
- User Manual
- Installation Instructions
- Workplace Satisfaction Survey
- Software database (access database)
MESSAGE

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