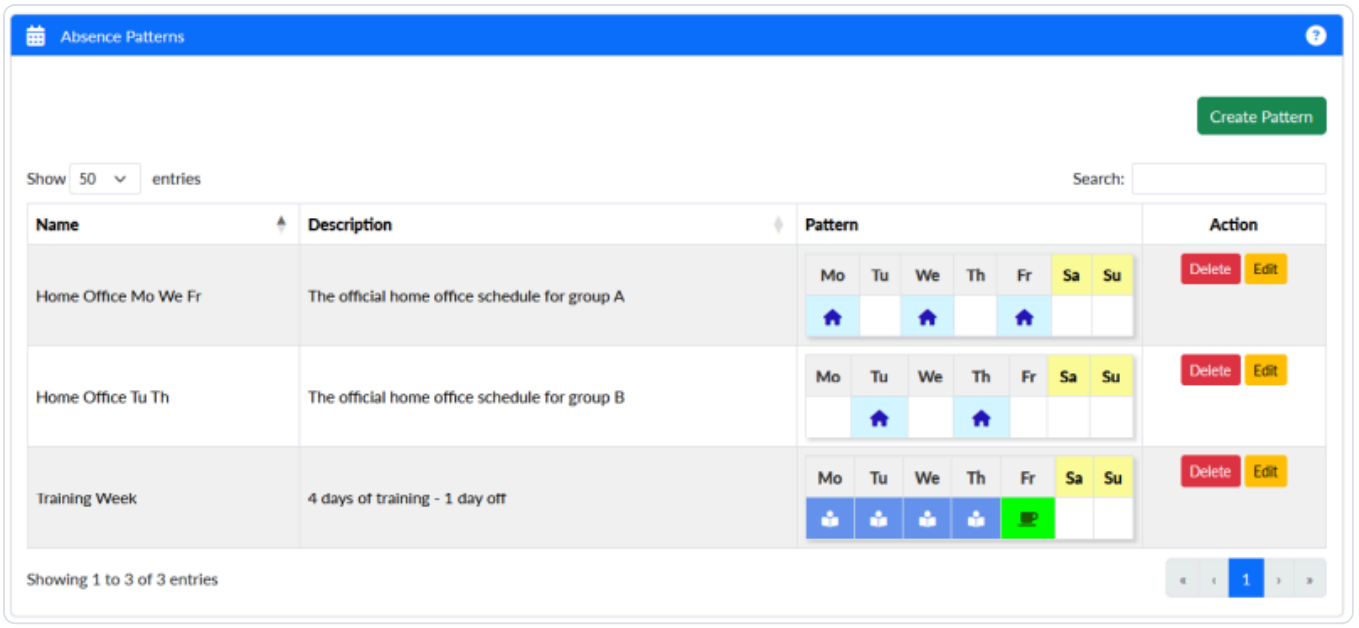
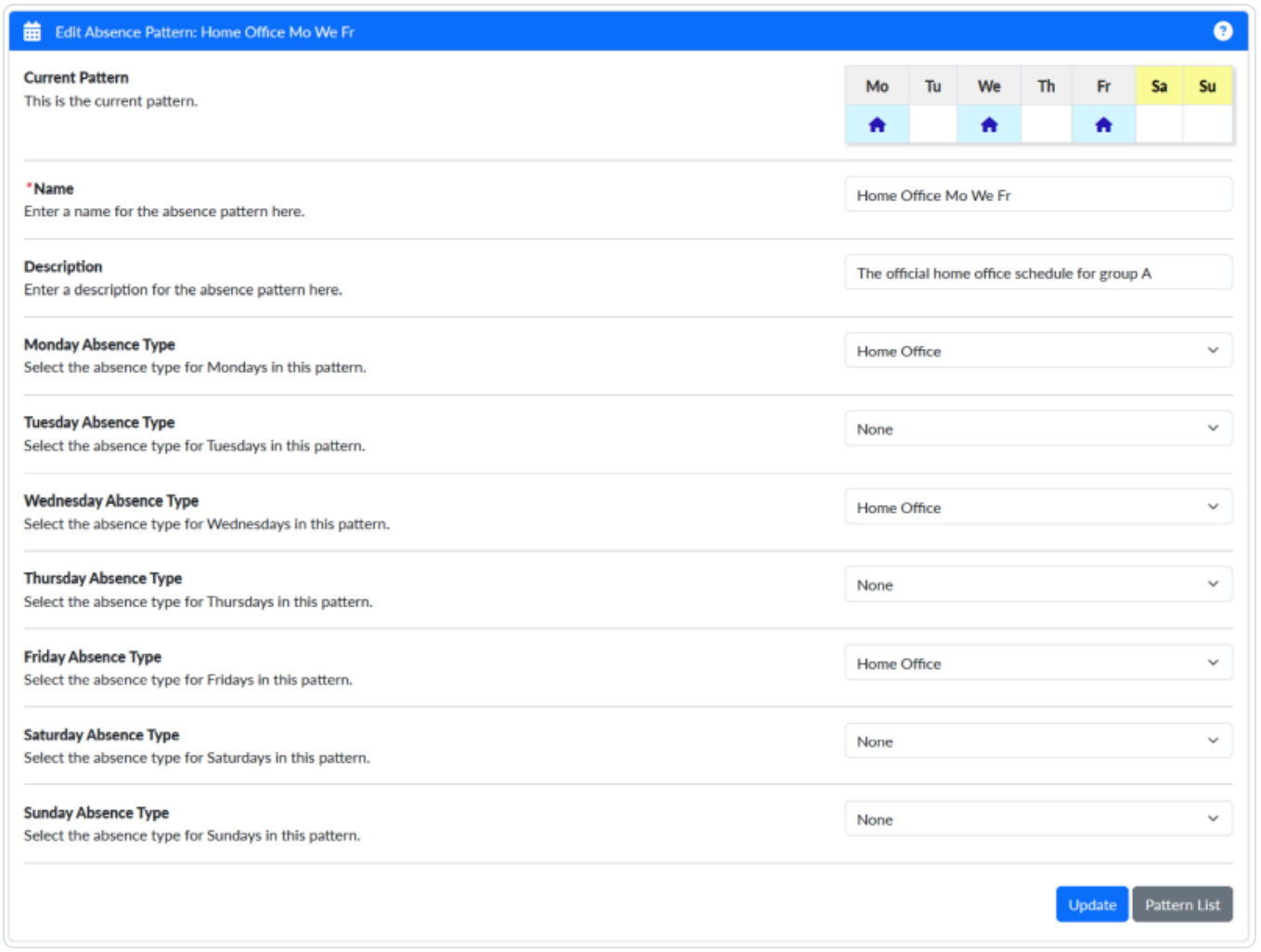
# Absence Patterns

Absence patterns were introduced in version 4 of TeamCal Neo. They come in handy when you want to apply a recurring weekly absence sequence to the month you are editing.



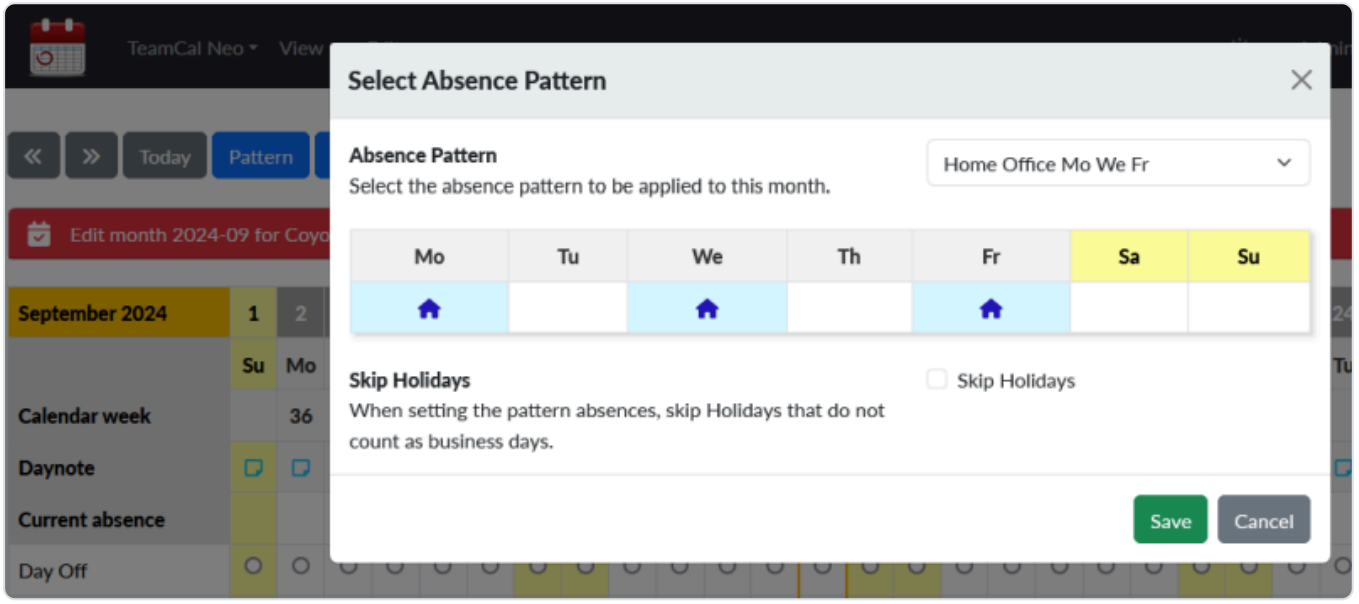

## Creating and editing an absence pattern

An absence pattern requires a name and an optional description. You can then chose one of the existing absence types for each day of the week.



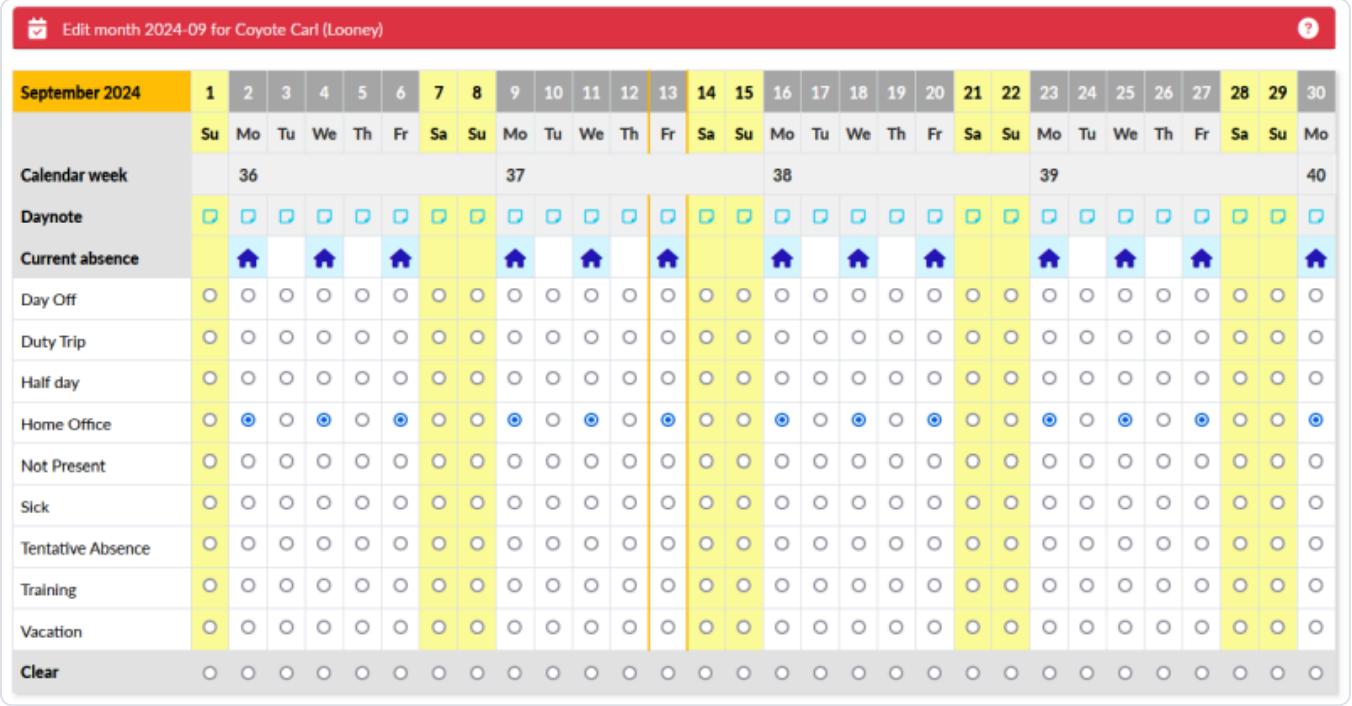

# Applying an absence pattern

When editing your absences for a month (user calendar or group calendar), you can select an absence pattern by clicking the `Pattern` button.



If there are holidays in the edited month that do not count as business days, you can select to have the pattern skip those days. For example, in the above case, if there is such a Holiday on a Monday, the absence "Day Off" will not be entered for that day.

After saving your selected pattern, the absences will be saved to the month you are editing.

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