

HR & PEOPLE

Make people requests easier to manage.

Bring leave requests, team coverage and training records into view so employees and managers can understand what needs attention.

01

Clear request status

Give employees a place to review balances, prepare requests and follow their status.

02

Coverage in context

Review approved time away when discussing how the team will cover the work.

03

Focused training follow-up

Distinguish current, missing and expired training records to focus the next conversation.

A CLEARER WAY TO WORK

1

Check the balance

2

Request time away

3

Review with context

4

Plan the coverage

Give people a clear next step, with the right context for review.

Illustrative workflow - discuss your scope in a walkthrough.

Bring one people challenge.

Let's walk through how your team could work with Azora.

A practical starting point.

An employee plans time off during a busy period. The employee and authorized reviewer need clear dates, balance information and team coverage context.

FOR HR TEAMS, PEOPLE MANAGERS AND EMPLOYEES

01

Check the balance

Review available, taken and pending time before preparing the request.

02

Request time away

Choose the dates or hours and submit the request for review.

03

Review with context

The authorized reviewer considers the request and team availability.

04

Plan the coverage

Use approved time away to coordinate shared team coverage.

ALSO INCLUDED: TRAINING FOLLOW-UP

4 missing

3 expired

6 of 8 people with gaps

cells: ✓ current · ⌚ expired · ✕ missing · — not required

Person	Safety basics	QMS awareness	CAPA practice	Doc control	Gaps
Talia Reed member · Engineering	⌚	✓	✕	✓	2
Avery Lane member · Engineering	✓	✓	✕	✓	1
Jordan Vale member · Quality	✓	✓	✓	⌚	1
Mina Chen member · Operations	✓	✕	✓	✓	1
Noah Brooks member · Engineering	✓	✓	✓	✕	1
Priya Cole member · Quality	⌚	✓	✓	✓	1
Sam Rivera member · Operations	✓	✓	✓	✓	clear
Theo Park member · Quality	✓	✓	✓	✓	clear

See which required training records need attention. Actual Azora interface · fictional sample data · selected detail

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