

Personnel

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Introduction

Following shows a sample window.

The chapter describes features available within the window.

hr-staff-en.png

View staff

Click "View" button on the right of staff

Staff

10

Q

E00000

Code	Name	Phone	Email	
E000002	Someone McGuest	+1 222 333 4444	guest@guest.com	  
E000005	Eric		eric@cloudcompli.com	  
E000006	Xavier Hernandez		xavier@arks.tech	  
E000007	cZxdYDWRqGCLBts	5459620645	tokikobanke@gmail.com	  
E000008	RnMokgwuLeIWSG	6409783924	llysidetgj@gmail.com	  
E000009	vQUPGcWwDsHbSOj	8837571437	peterbenson5204@gmail.com	  
Code	Name	Phone	Email	

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1

staff modal appears

WorkEmployeeSystemSomeone McGuest

View staff information

Name

Someone McGuest

E-mail address

guest@guest.com

Contact phone

+1 222 333 4444

Street address

123 Los Angeles Street

City

Los Angeles

District

State

California

Country

US United States

Zipcode

90101

Staff files

Date	Description	Staff
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1 ~ 10 / 26123

Update staff

Click "Update" button on right of the staff

Staff

10

Q

E00000

Code	Name	Phone	Email	
E000002	Someone McGuest	+1 222 333 4444	guest@guest.com	
E000005	Eric		eric@cloudcompli.com	
E000006	Xavier Hernandez		xavier@arks.tech	
E000007	cZxdYDWRqGCLBts	5459620645	tokikobanke@gmail.com	
E000008	RnMokgwuLeIWSG	6409783924	llysidetgj@gmail.com	
E000009	vQUPGcWwDsHbSOj	8837571437	peterbenson5204@gmail.com	
Code	Name	Phone	Email	

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1

Update staff data, then click "Update"

Update staff information



Name

E-mail address

Contact phone

Street address

City

District

State

Country



Zipcode

 Update

File Staff Record

Click "Archive" button on right of the staff

Staff





10





E00000

Code	Name	Phone	Email	
E000002	Someone McGuest	+1 222 333 4444	guest@guest.com	
E000005	Eric		eric@cloudcompli.com	
E000006	Xavier Hernandez		xavier@arks.tech	
E000007	cZxdYDWRqGCLBts	5459620645	tokikobanke@gmail.com	
E000008	RnMokgwuLeIWSG	6409783924	llysidetgj@gmail.com	
E000009	vQUPGcWwDsHbSOj	8837571437	peterbenson5204@gmail.com	
Code	Name	Phone	Email	

1 ~ 6 / 6 / 22



1



Upload file, then click "Close"

File upload

Drop files here to upload

Drag file into above boxes to upload; filename will be stored as description.

Close

000007

cZxdYDWRqGCLBts

5459620645

tokikobanke@gmail.com

