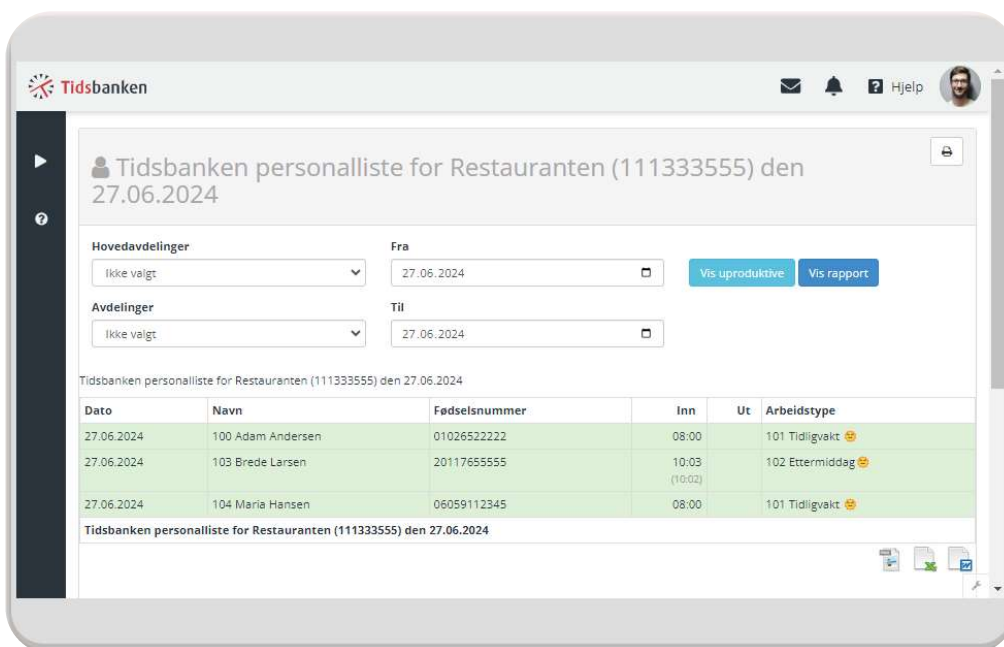


# Staff register

Step by step guide when you get **control** from the tax authorities

1. Go to your screen that you use for Tidsbanken
2. Log in to Tidsbanken on your user
3. Find the menu button for the Staff register
4. Click into the Staff register



The screenshot shows the Tidsbanken interface for a restaurant. The title is "Tidsbanken personalliste for Restauranten (111333555) den 27.06.2024". There are filters for "Hovedavdelinger" and "Avdelinger" both set to "Ikke valgt". The date range is "Fra 27.06.2024" to "Til 27.06.2024". There are buttons for "Vis uproduktive" and "Vis rapport". Below the filters is a table with the following data:

Dato	Navn	Fødselsnummer	Inn	Ut	Arbeidstype
27.06.2024	100 Adam Andersen	01026522222	08:00		101 Tidligvakt 🤖
27.06.2024	103 Brede Larsen	20117655555	10:03 (10.02)		102 Ettermiddag 🤖
27.06.2024	104 Maria Hansen	06059112345	08:00		101 Tidligvakt 🤖

5. Select department

6. Choose period

7. Show on screen/print

Remember that you are required to have valid identification on you!



Do you need more information?

