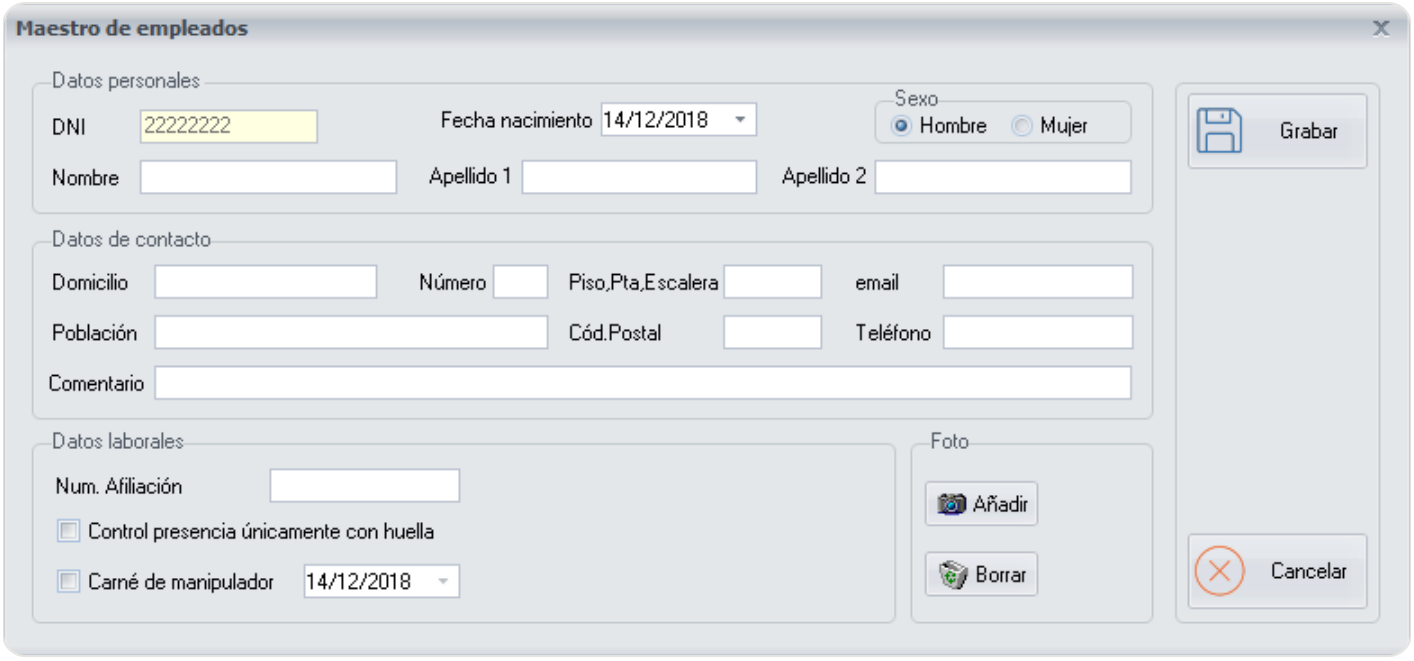
Add/Modify Employees in Master

On this screen you register an employee in the employee's master or change the employee's data: personal, contact and employment data.

How to get here: the **Add** or **Modify** button on the Employee's Master screen.



Personal and contact data

Fill in the employee's **Personal data** and **Contact data**.

Photo

You can also add a **Photo** of the employee.

Employment data

- **Social Security affiliation number**
- **Clock in/out with fingerprint only**: if you tick it, the employee can only do the Clock In/Out with one of the fingerprints stored from the Employee's Master screen.
- **Food handler card**: indicates whether the employee holds the food handler card and the expiry date of the card.

Buttons

- **Save**: saves the data of the form.
- **Cancel**: closes the screen without making any changes.

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