Timesheets tab

refers to:
person form → timesheets tab

the timesheet tab provides a list of timesheet summaries for that person.

- Use **Expand** to open the timesheet wizard, which will display the selected timesheet details.
- Use **New** to enter details for a new timesheet
- Use **Self Book** to enter details for a new timesheet
- Use **Holiday pay** to create a holiday timesheet

Note: After creating a timesheet, use the **back** / **forward** buttons of the **video** buttons to refresh the timesheet list

see also
1.18.2 Timesheets Form

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