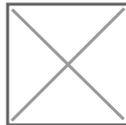


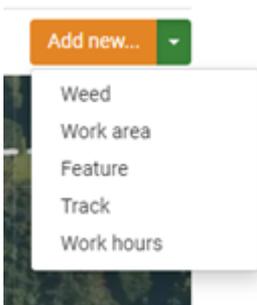
Recording work hours

You can record the hours worked against a work area.

1. Click on the **Weeds** tab under your project title, then click on **Add new**.
2. A list options will appear, choose **Work hours**.
3. You will then see the **Create Work hours** form.
4. Fill in the details such as **Work hours**, **Members**, **Member type**, **Activity** and the **Work areas**.



5. Click on **Save** to record work hours.



Create Work hours

Date

29/07/20:

Work hours

1 h

Members

jp@groundtruth.co.nz x

Member type

Contractor

Activity

Control

Work areas

1st gully and top flat x

Save

Revision #1

Created 5 August 2021 07:32:20

Updated 25 August 2021 00:12:31