
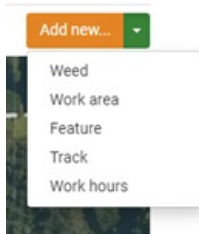


Recording work hours

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 ✕

Member type

Contractor



Activity

Control



Work areas

1st gully and top flat ✕

✓ Save

🔄Revision #1

★Created 5 August 2021 07:32:20

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