

Employee work history In RunOnweb

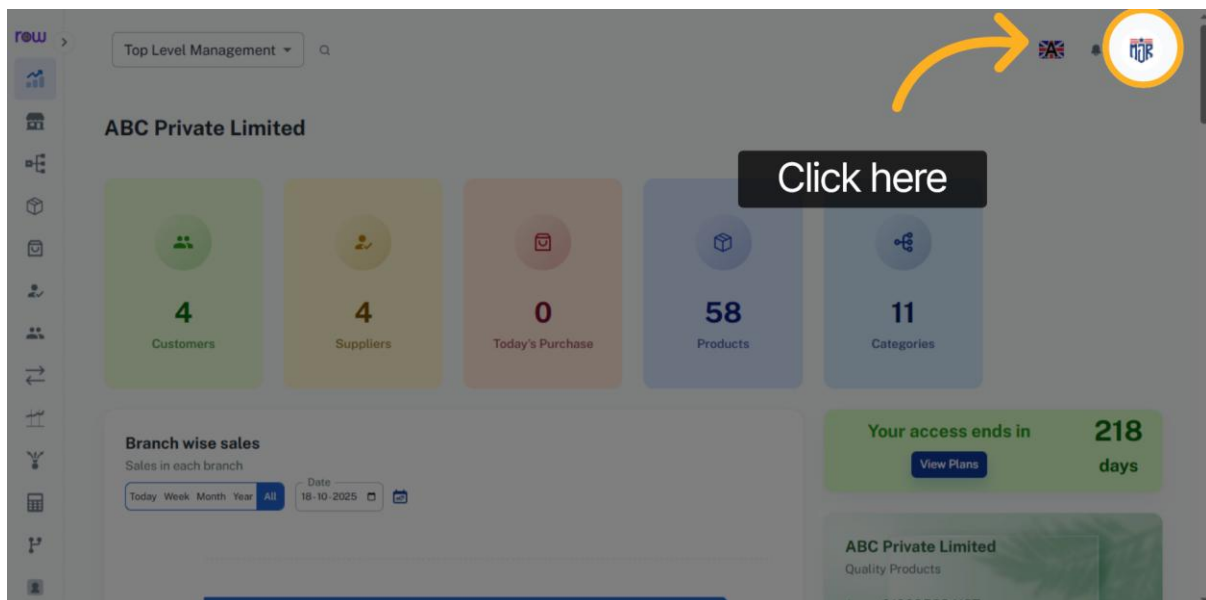
Go to runonweb.com

1. Introduction

In this tutorial, you will learn how to view the work history.

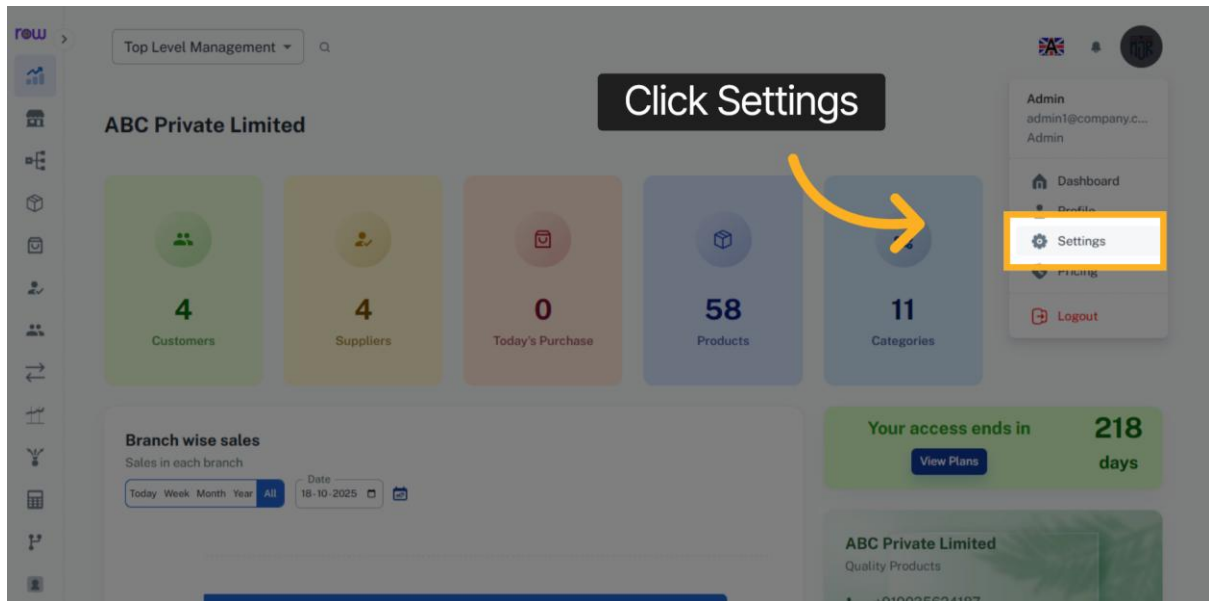
2. Click Profile

Click profile to view the options.



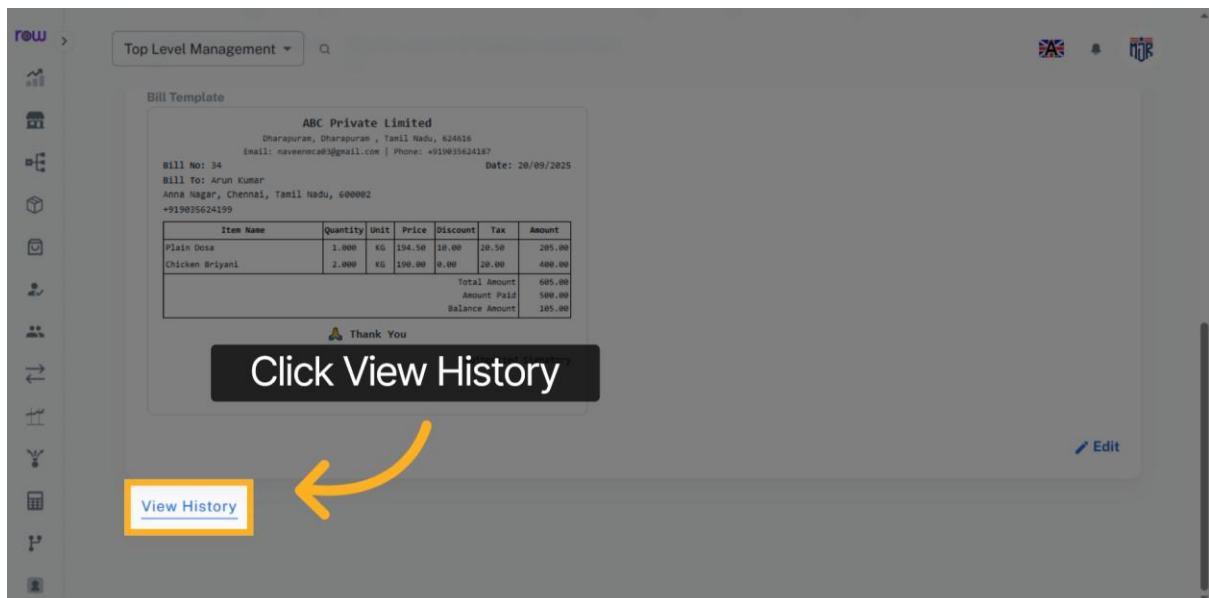
3. Options

Click the setting to open settings menu.



4. View History

Click View History to see the history of the branch.



5. History

In View History, you can see who created it and when it was created, who updated it and when it was updated, and which fields were updated.

Top Level Management

Anna Nagar, Chennai, Tamil Nadu, 600002
+919035624199

Item Name	Quantity	Unit	Price	Discount	Tax	Amount
Plain Dosa	1.000	KG	104.50	18.00	28.50	265.00
Chicken Briyani	2.000	KG	100.00	0.00	28.00	420.00
Total Amount						685.00
Amount Paid						500.00
Balance Amount						185.00

Thank You

Authorized Signatory

History

Action: All

From Date: dd-mm-yyyy

To Date: dd-mm-yyyy

Admin Updated 3 months ago

- Address: Ashok Nagar Chennai → ("address1":"Dharapuram","address2":"","city":"Dharapuram ","pincode":"624616","state":"33")
- Enable Product Level Discount: → Yes

6. Product list Screen

Go to the Product List screen and click the product name.

Top Level Management

Product

+ New Product

Import

Template

Export

Export All

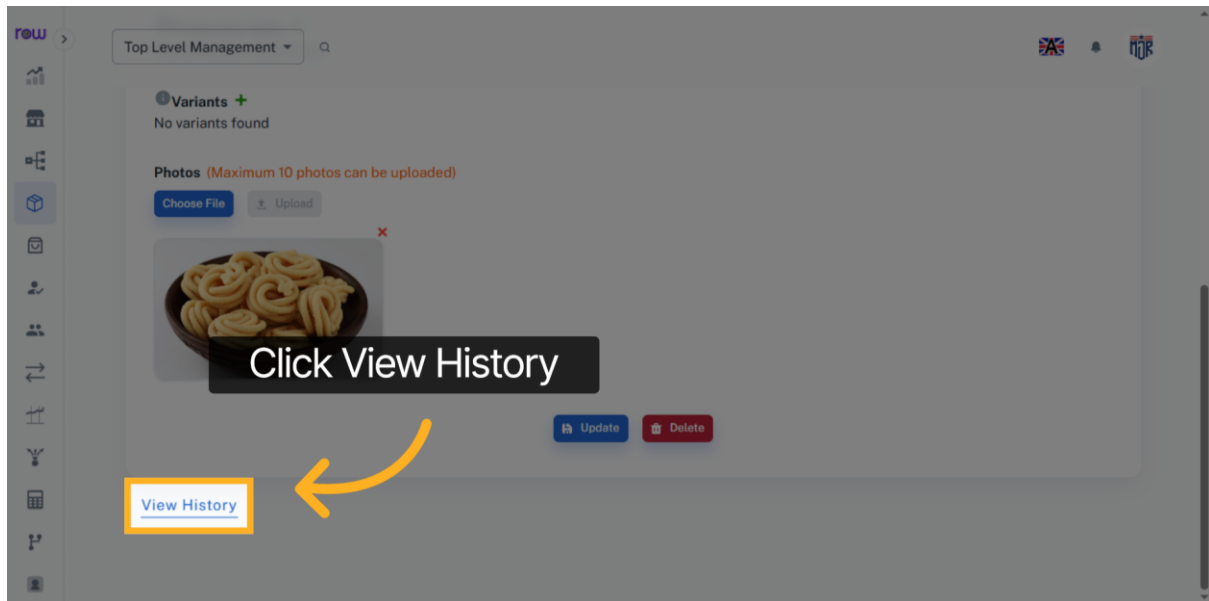
Name

Click Product Name

Name	Code	HSN Code	Unit	Purchase Cost	Sale Price	Discount Type	Discount	Tax Percentage	Quantity
<input type="checkbox"/> Aachi Murukku	AM8379	AM837	KG	40.00	50.00	Percentage	5.00	0.00%	View All
<input type="checkbox"/> Aachi Sambar Powder	SP200	SP2003	KG	54.00	65.00	Flat	10.00	0.00%	View All

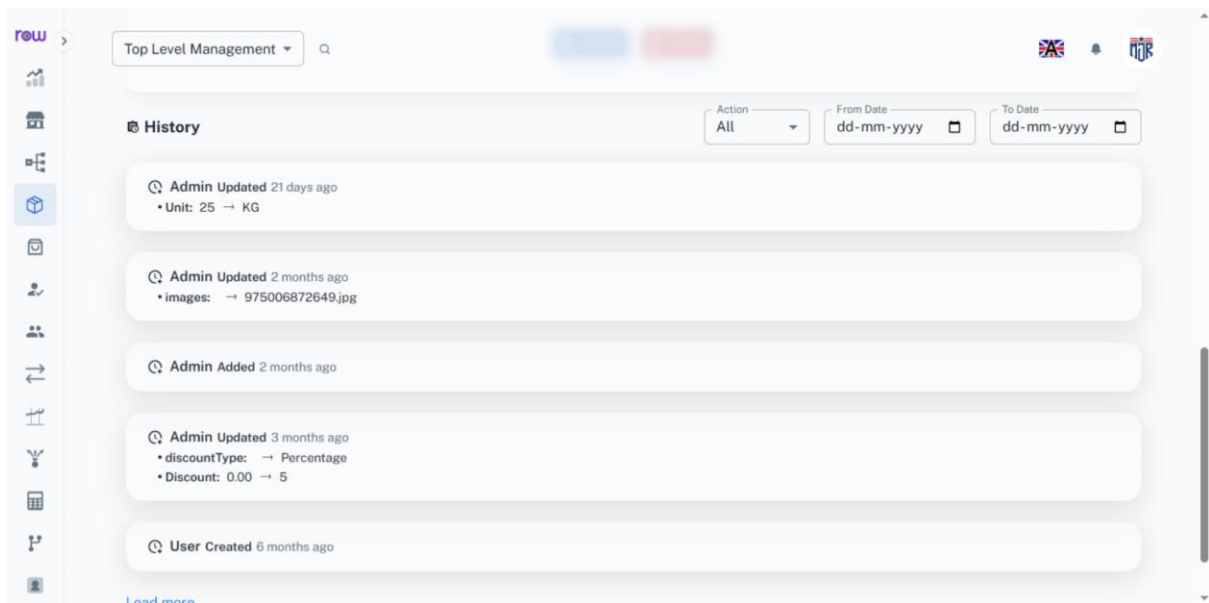
7. view History

Click View History to see the product history.



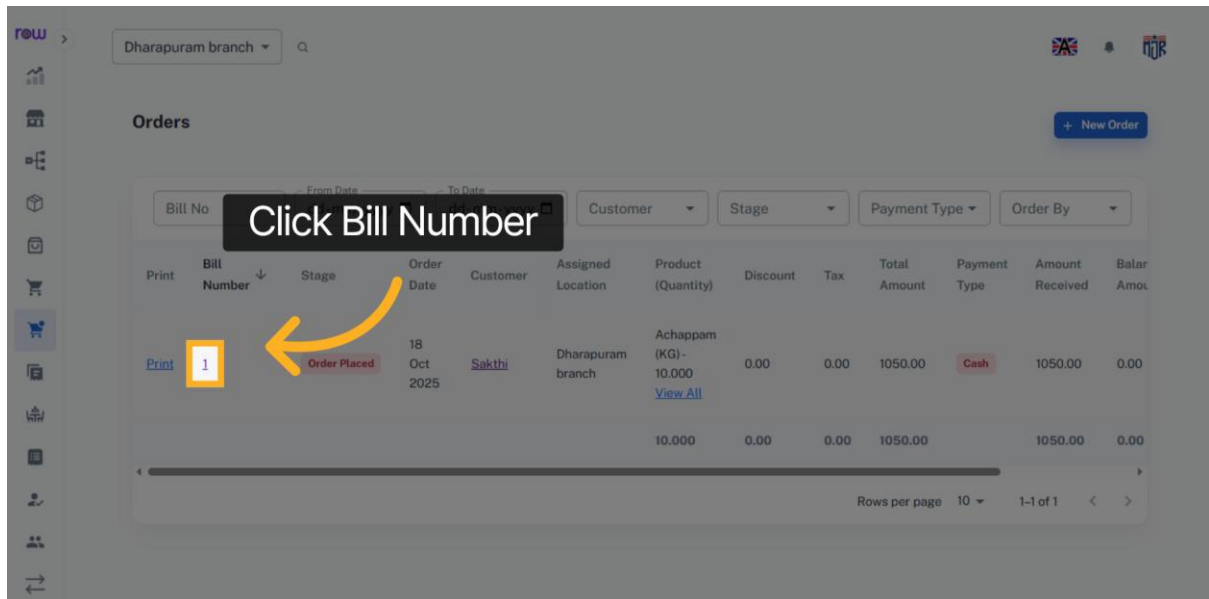
8. History

In View History, you can see who created it and when it was created, who updated it and when it was updated, and which fields were updated.



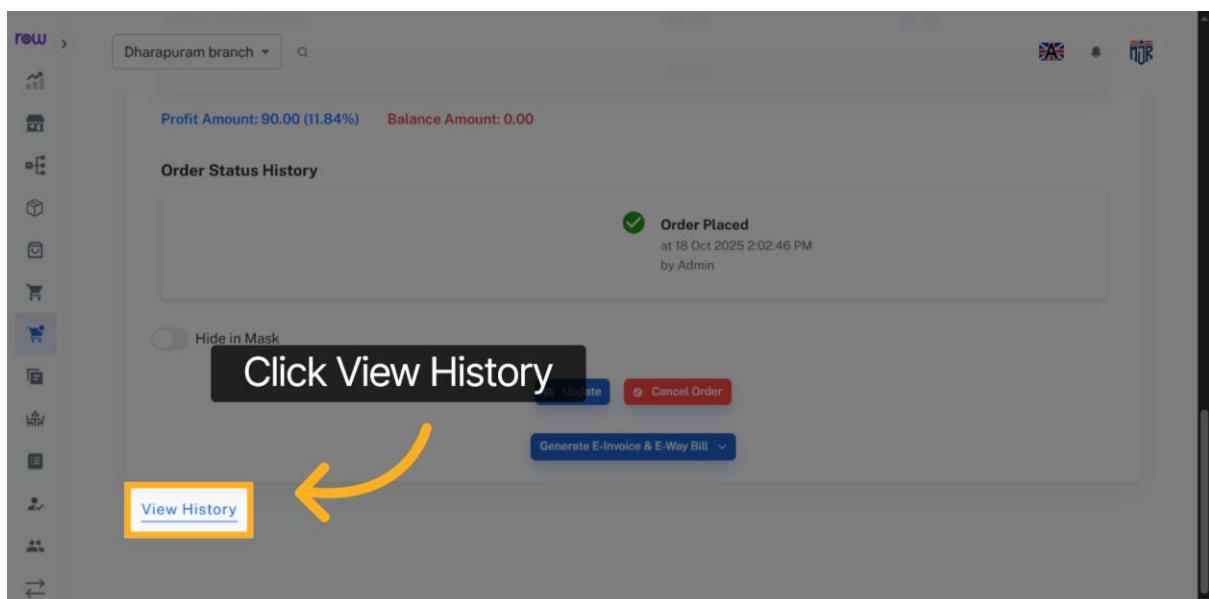
9. Orders List Screen

Go to the Orders List screen and click the bill number.



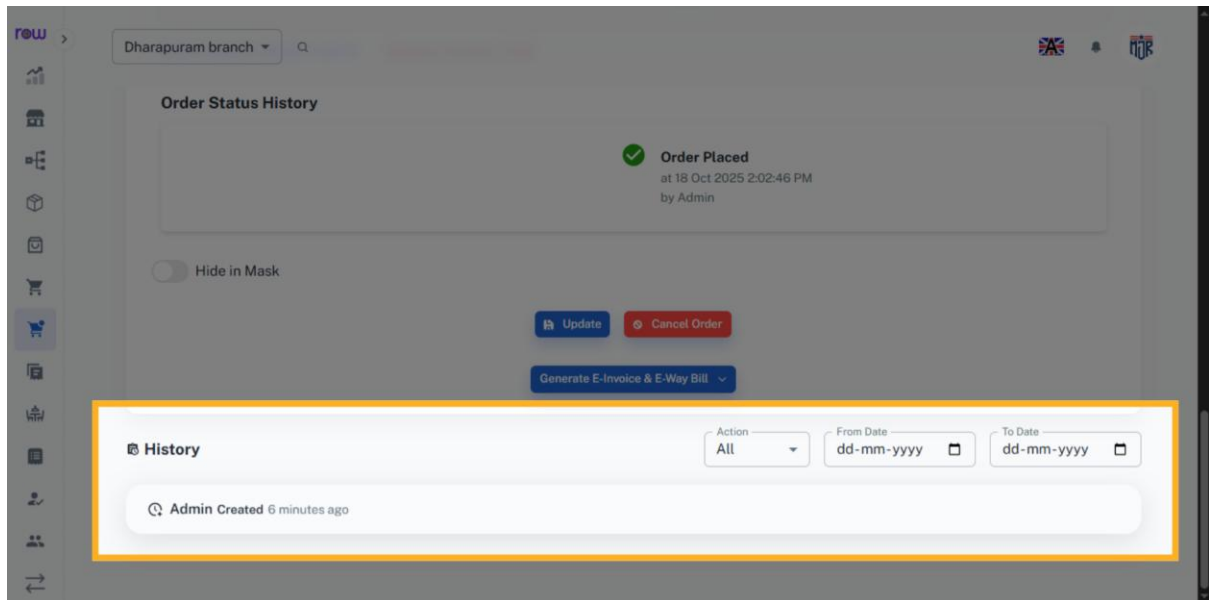
10. View History

Click View History to view the order history.



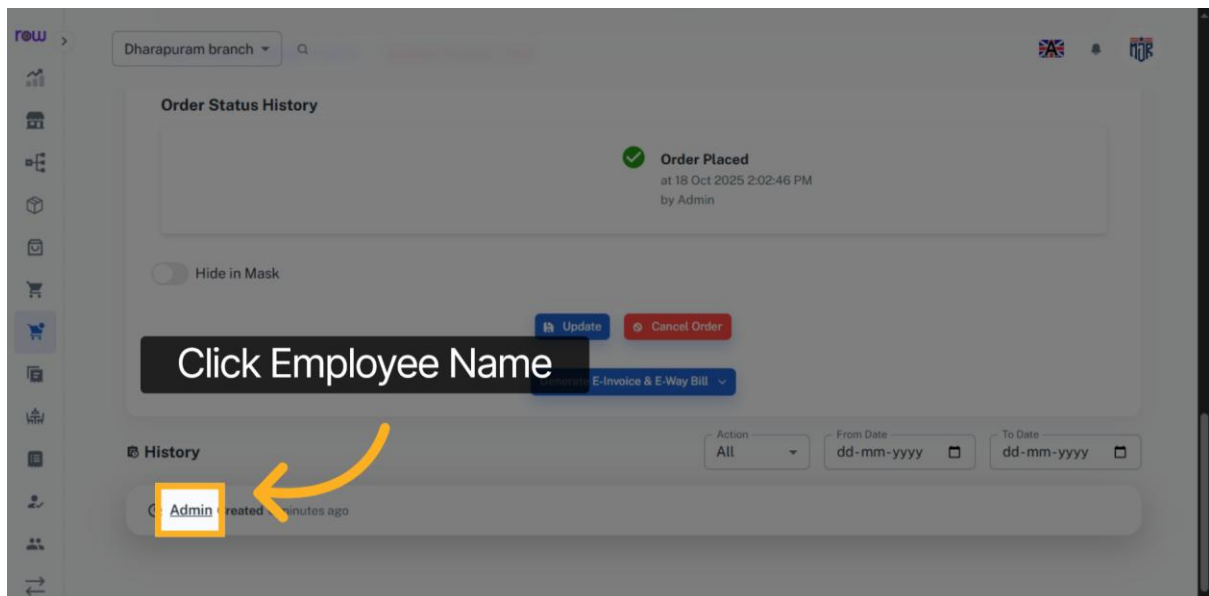
11. History

In View History, you can see who created it and when it was created, who updated it and when it was updated, and which fields were updated. Similarly, you can also see the history of purchases, sales, invoices, quotations, stores, branches, categories, wastage, expenses, transfers, hotels, and more. Any changes, such as creation, updates, or deletions made by a Employee, will be recorded and displayed in the history.



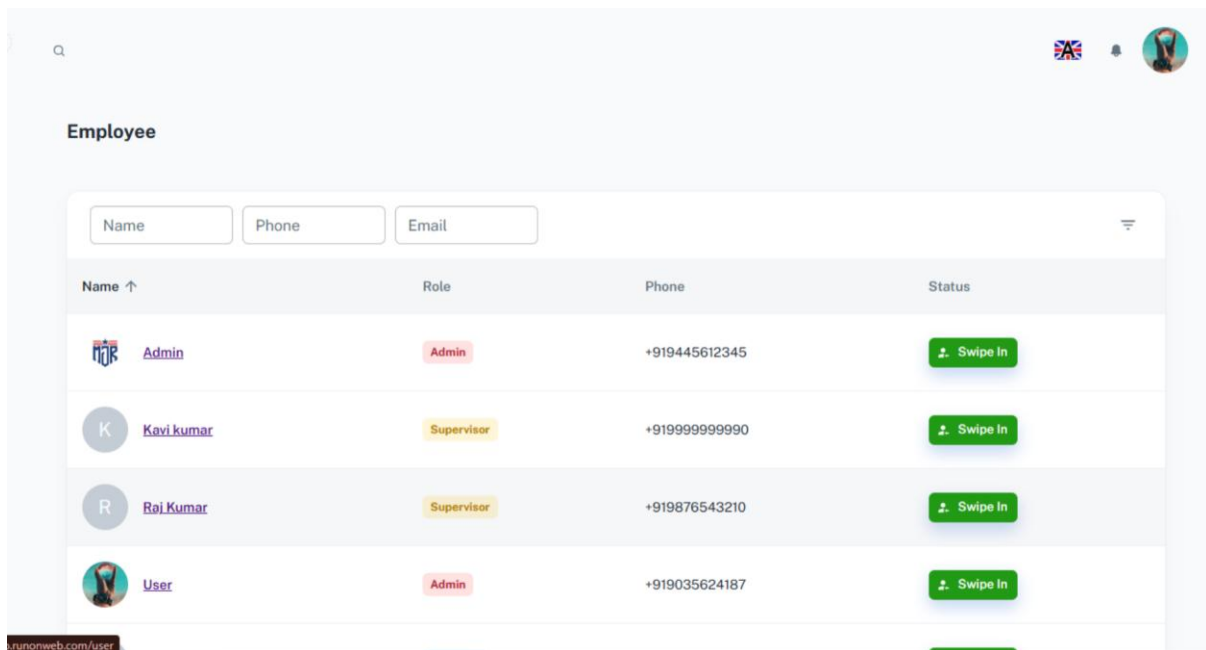
12. Click Employee Name





You can view the details of the Employee by clicking the Employee name. you can also view the work history in the employee menu



13. Employee Name

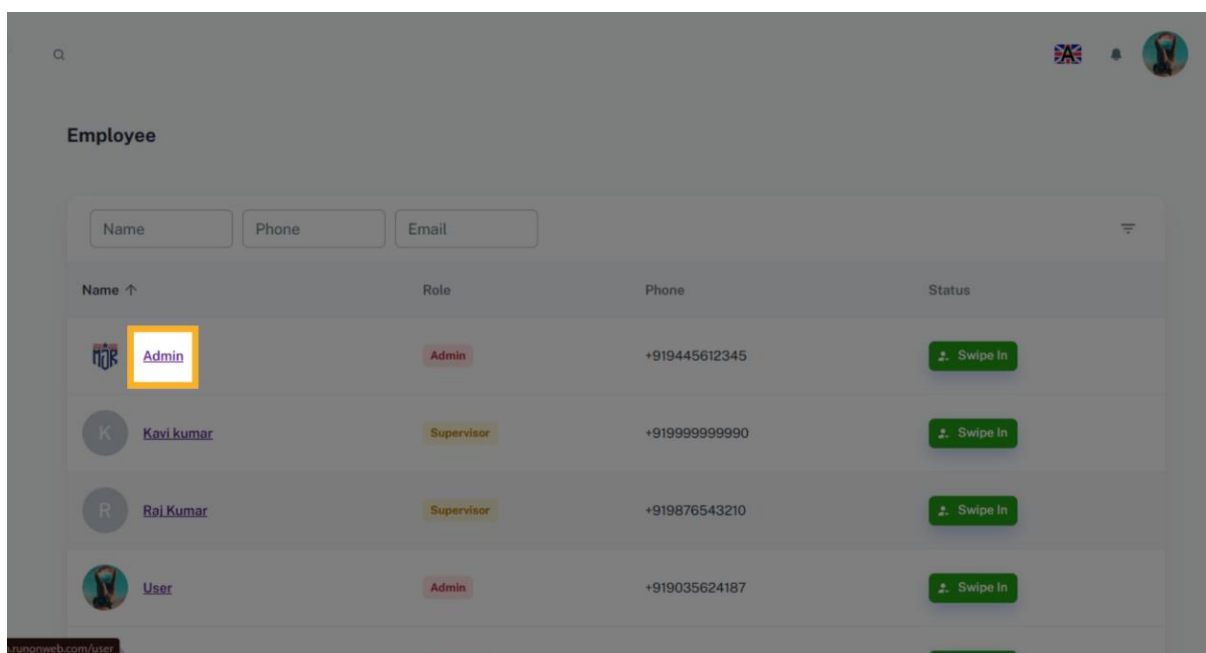
Go to Employee menu. You can view the employee list here.







Name ↑	Role	Phone	Status
 Admin	Admin	+919445612345	Swipe In
 Kavi kumar	Supervisor	+919999999990	Swipe In
 Raj Kumar	Supervisor	+919876543210	Swipe In
 User	Admin	+919035624187	Swipe In

14. Click Employee name

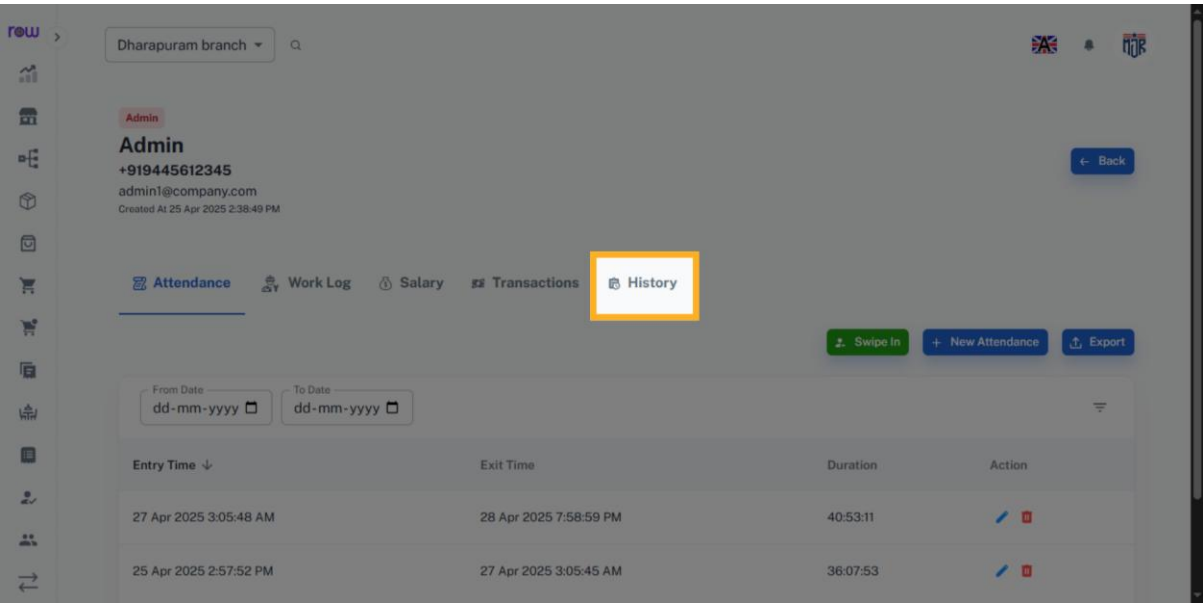
Click the Employee name to see the details and history of the Employee.



Name ↑	Role	Phone	Status
 Admin	Admin	+919445612345	Swipe In
 Kavi kumar	Supervisor	+919999999990	Swipe In
 Raj Kumar	Supervisor	+919876543210	Swipe In
 User	Admin	+919035624187	Swipe In

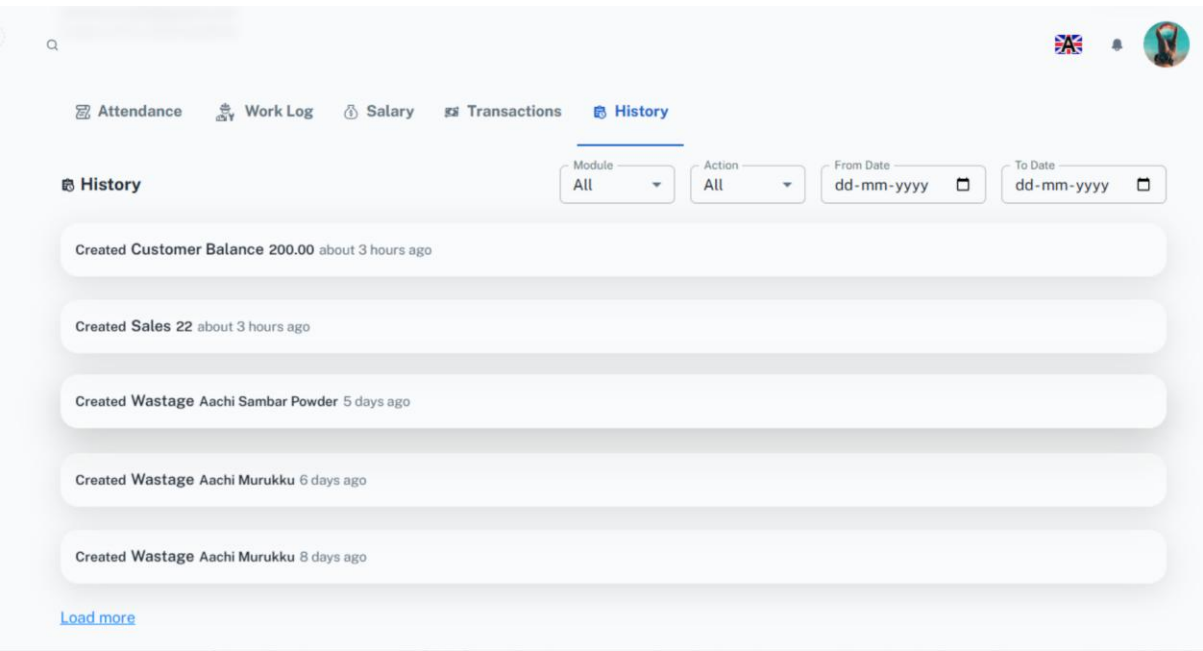
15. Employee Work History

Go to history tab.



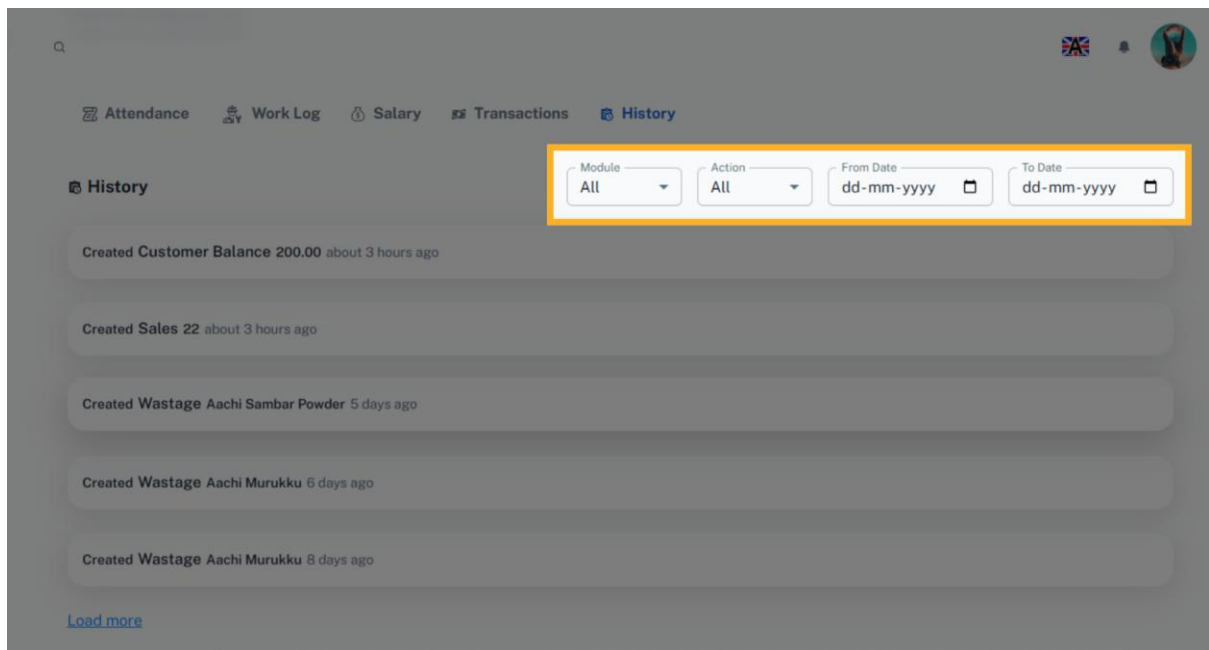
16. History

The changes made by this Employee, such as create, update, and delete, are recorded and can be viewed in the history.



17. Filter History

You can filter the employee history by module, action, from date, and to date.



Thank You