Export Staff & Import Staff Configuration Guide

Version: 1.00

Last Updated: 10-10-2019

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Notes:

Import Staff:
1. Manual
   - supported file format: CSV, MS. Excel (xls – preferable), MS. Access & D Base
   - supported date format: dd/mm/yyyy

2. Auto
   - supported file format: text file only
   - file name prefix must set as 'P1Imp_'

Export Staff:
- Supported file format: Text, MS. Excel (xls) & CSV

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Import Staff Configuration

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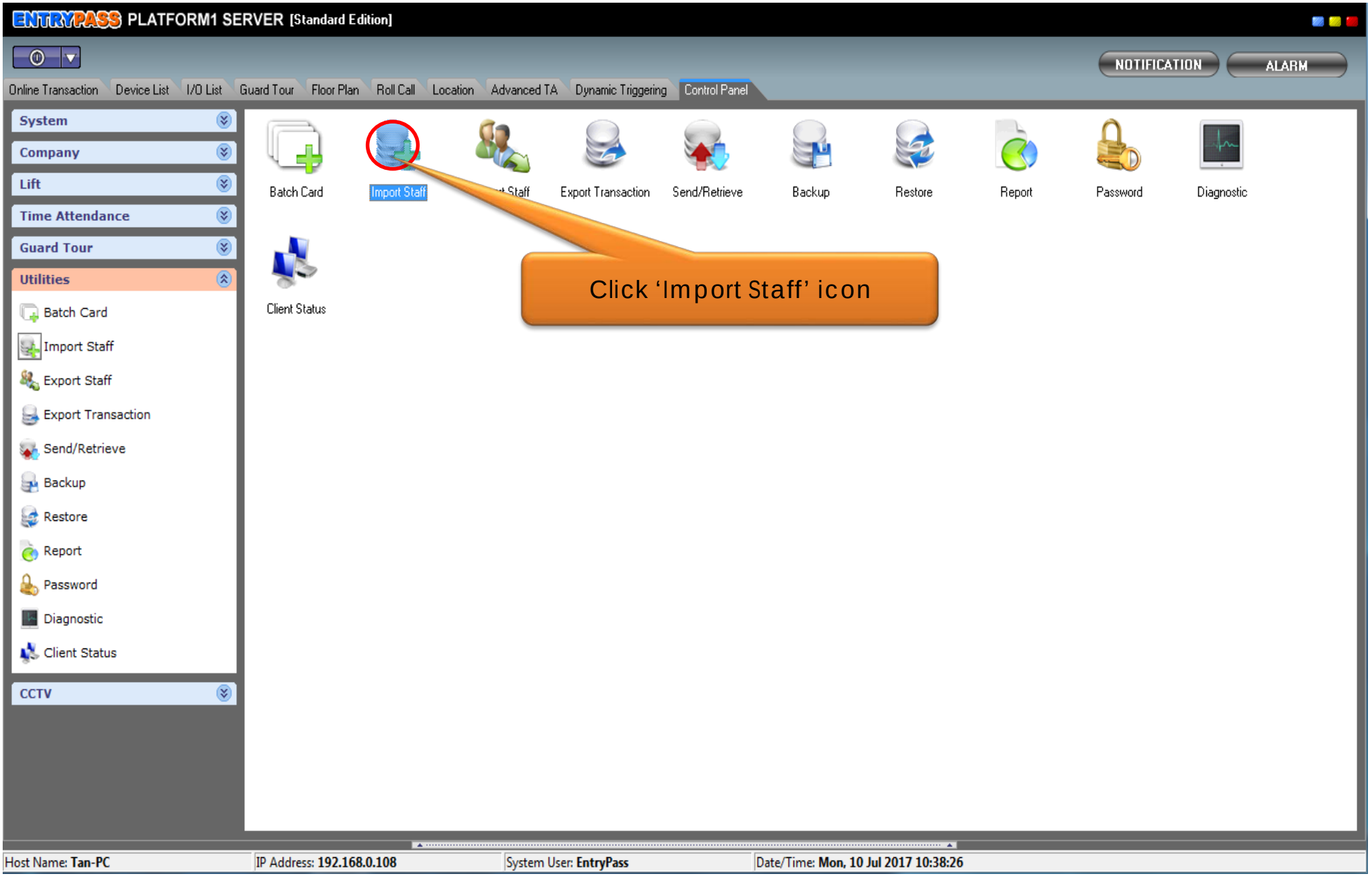

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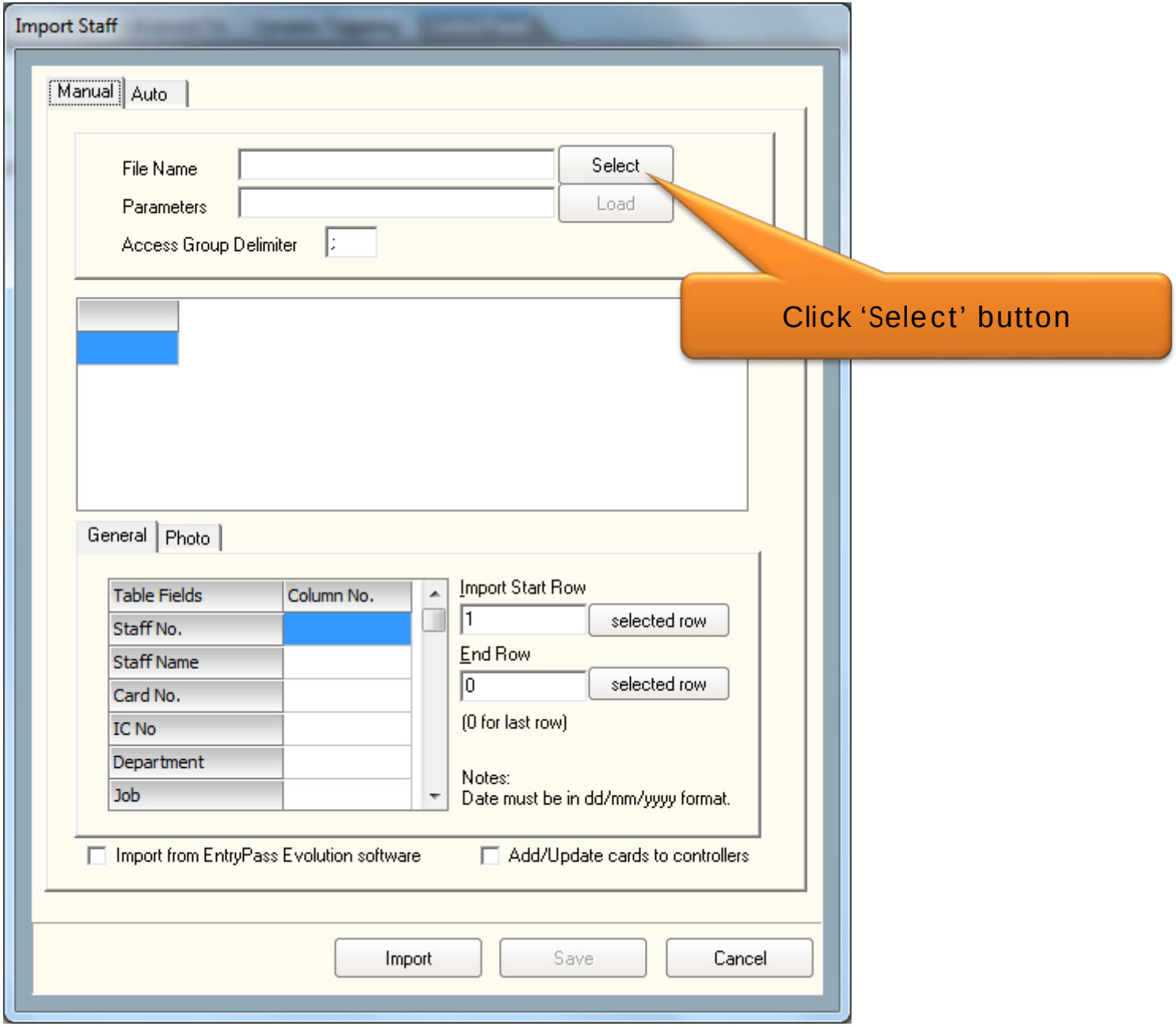

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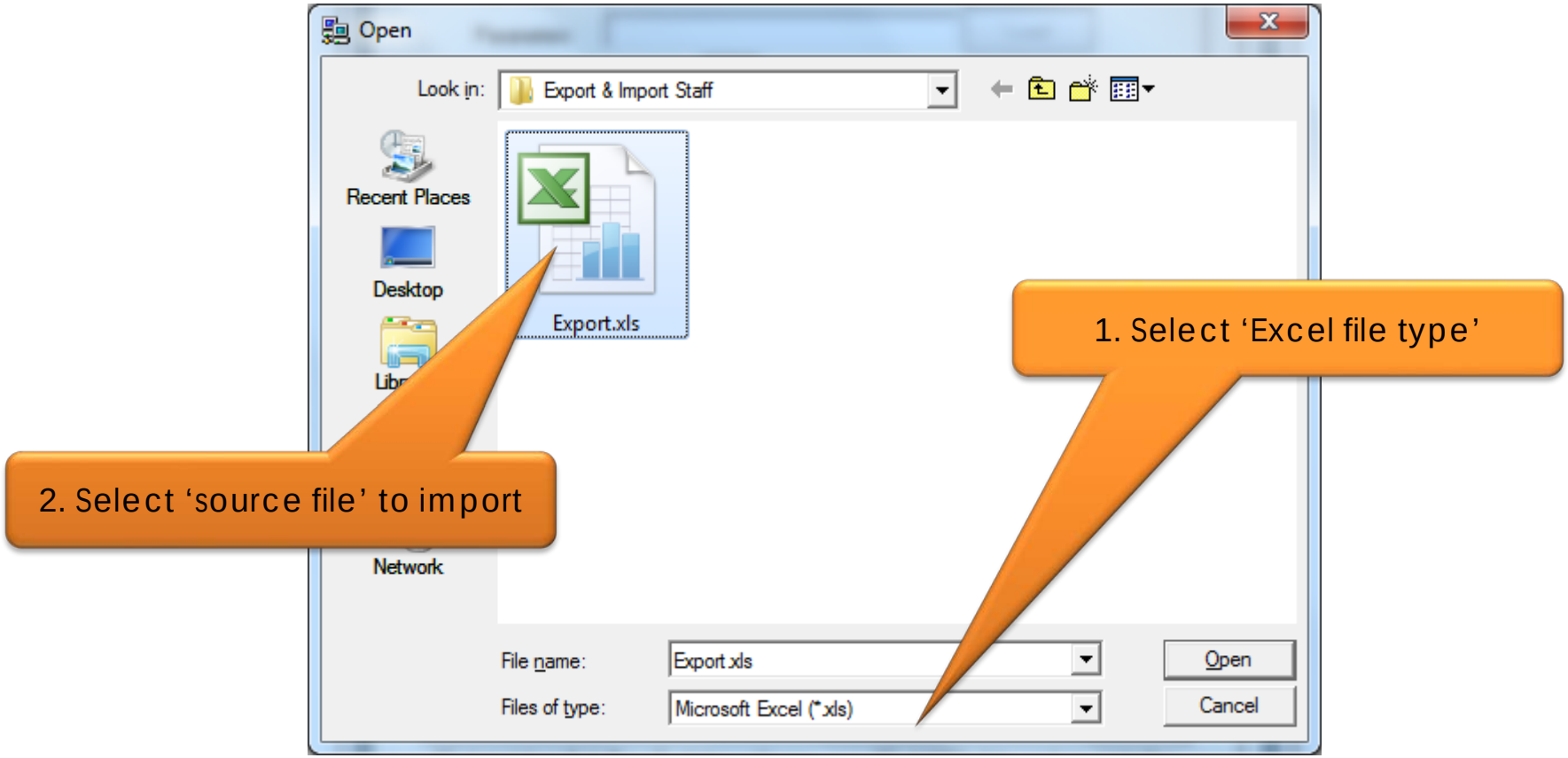

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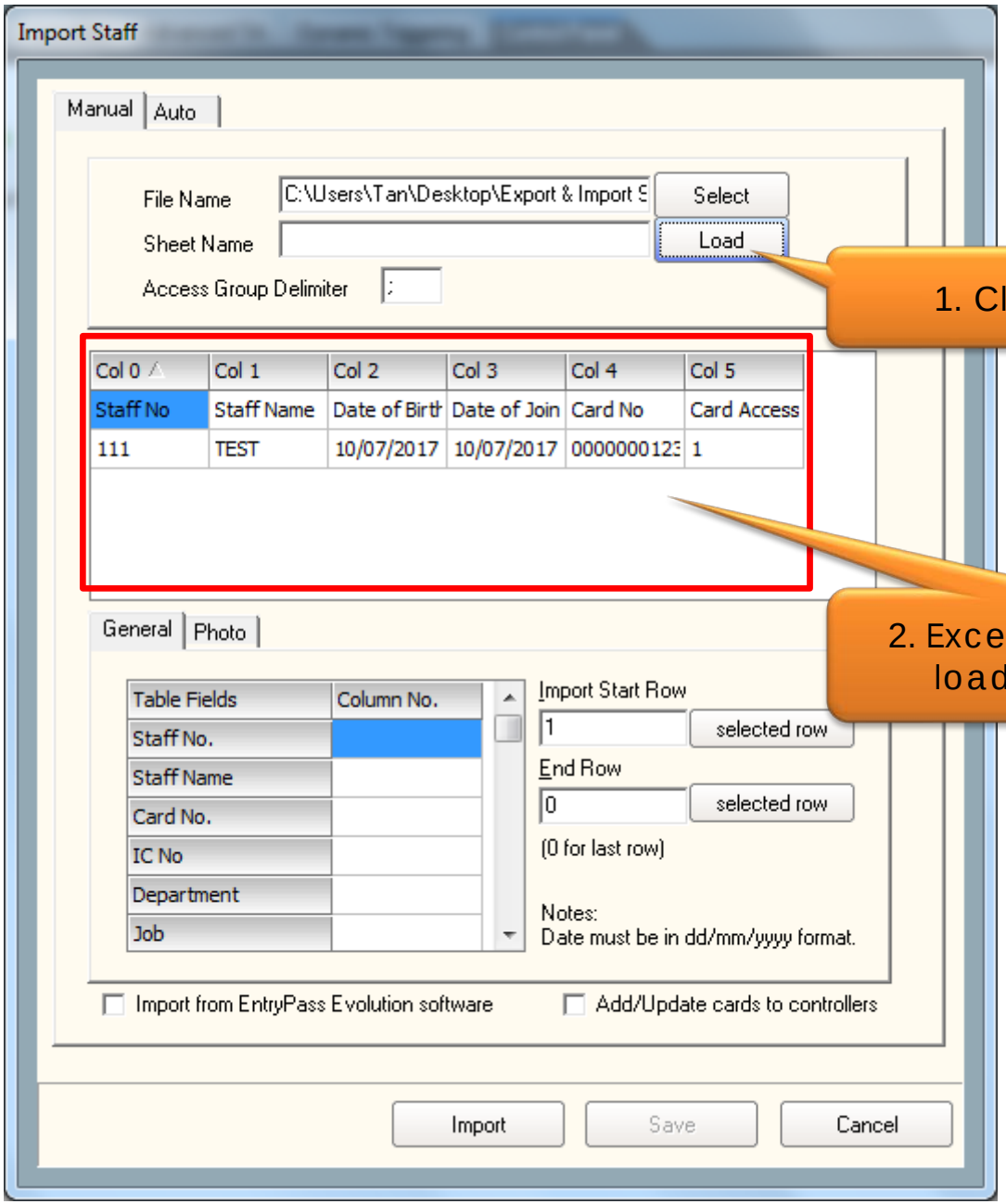

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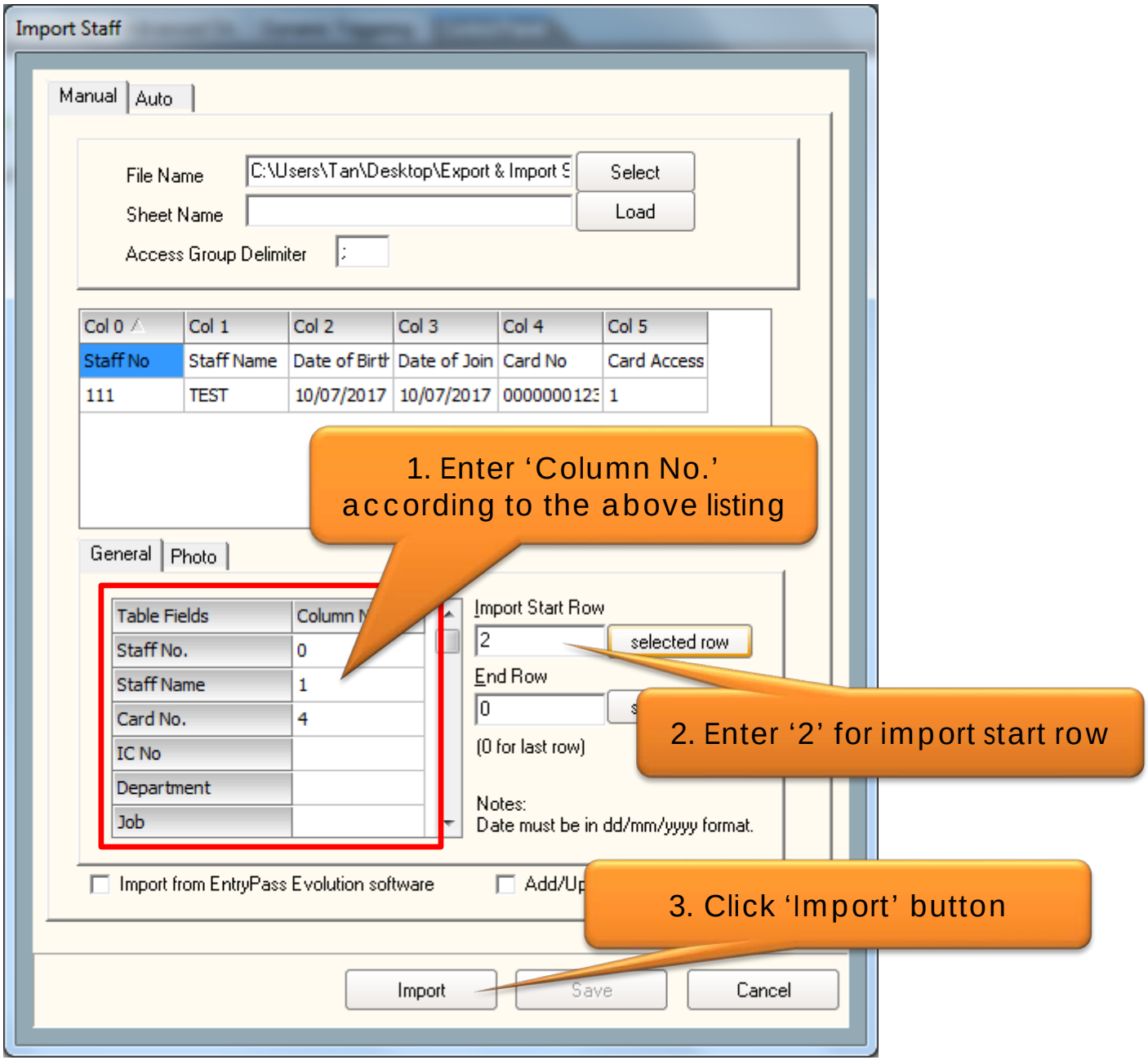

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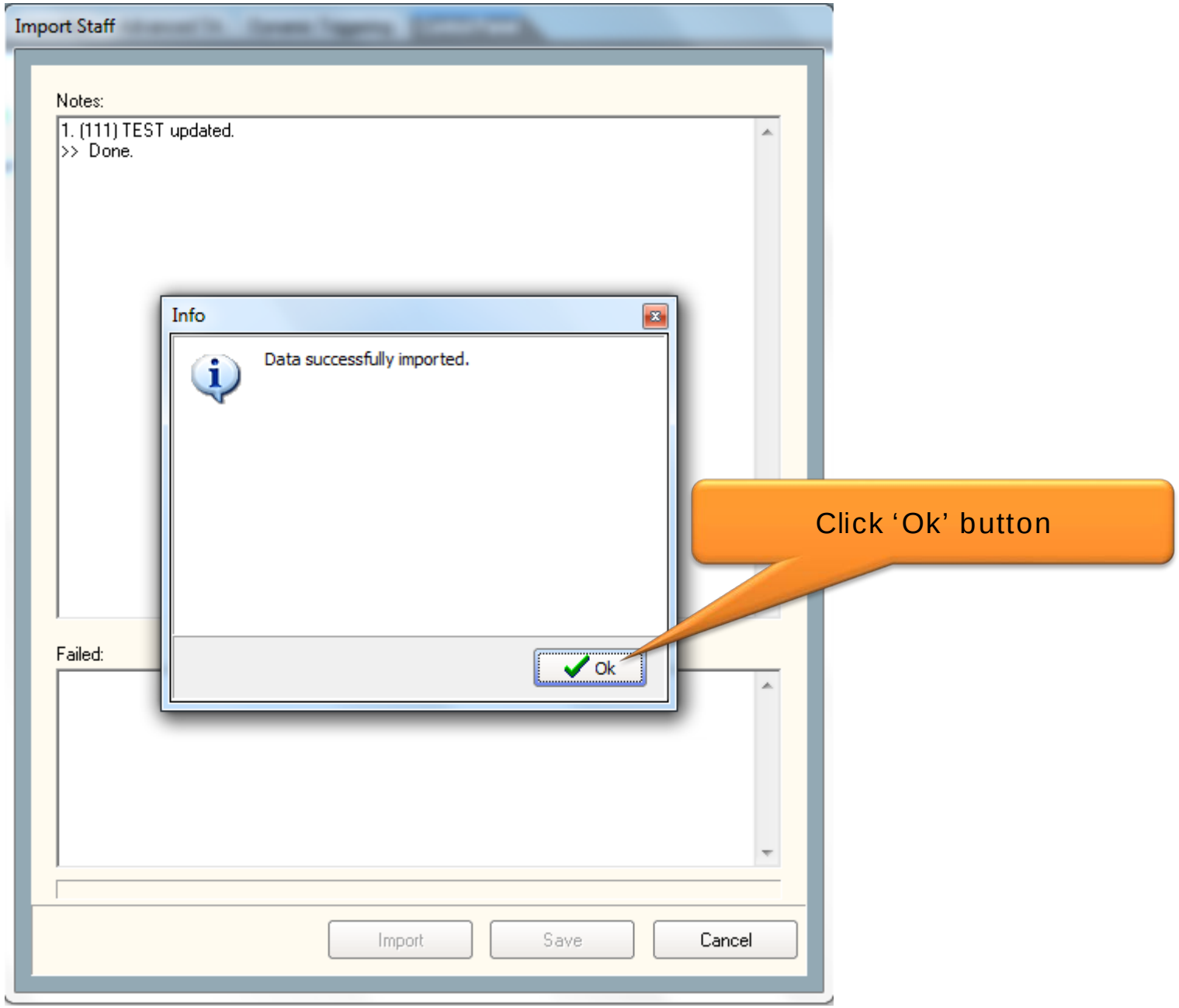

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Export Staff Configuration

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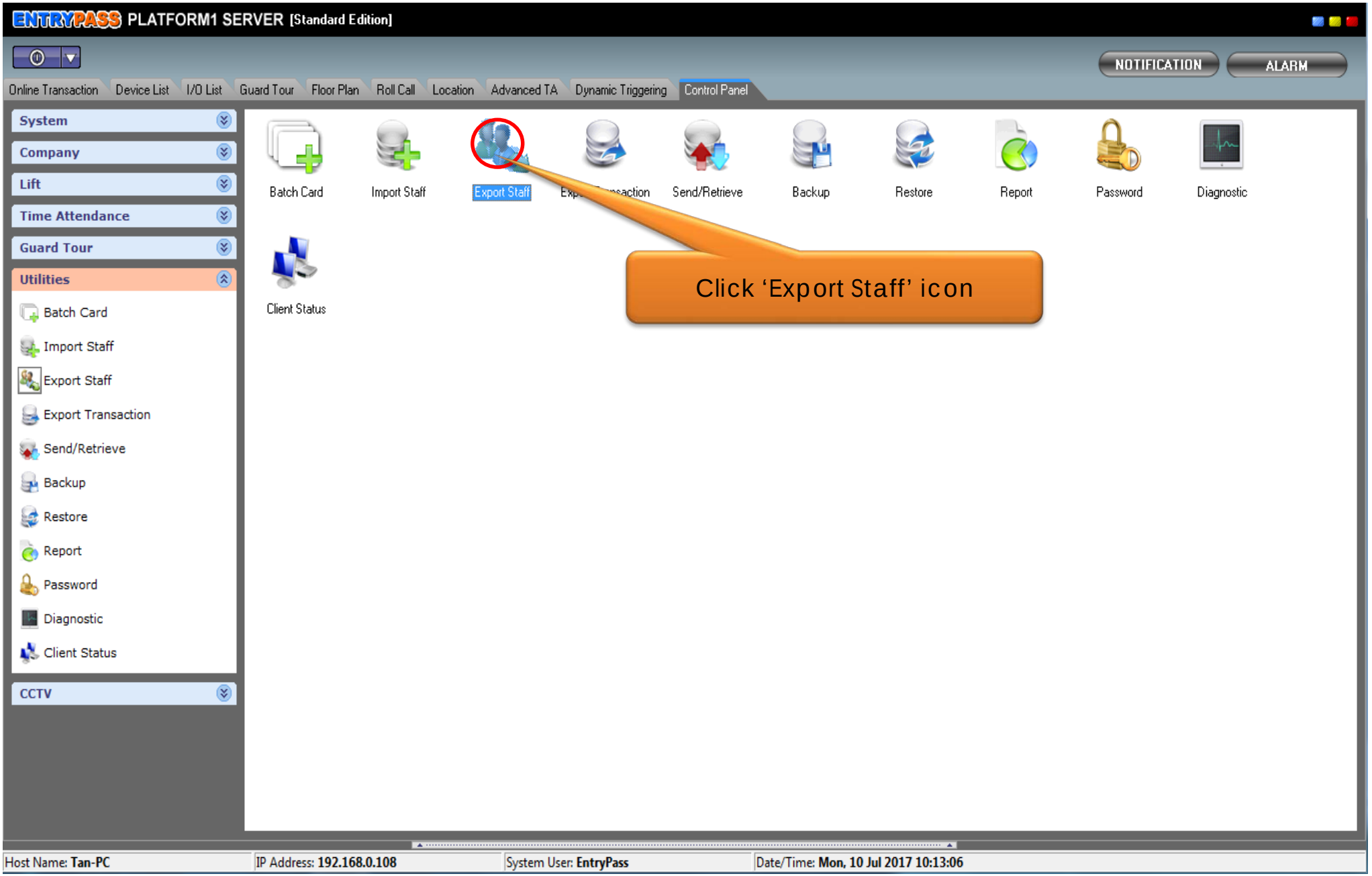

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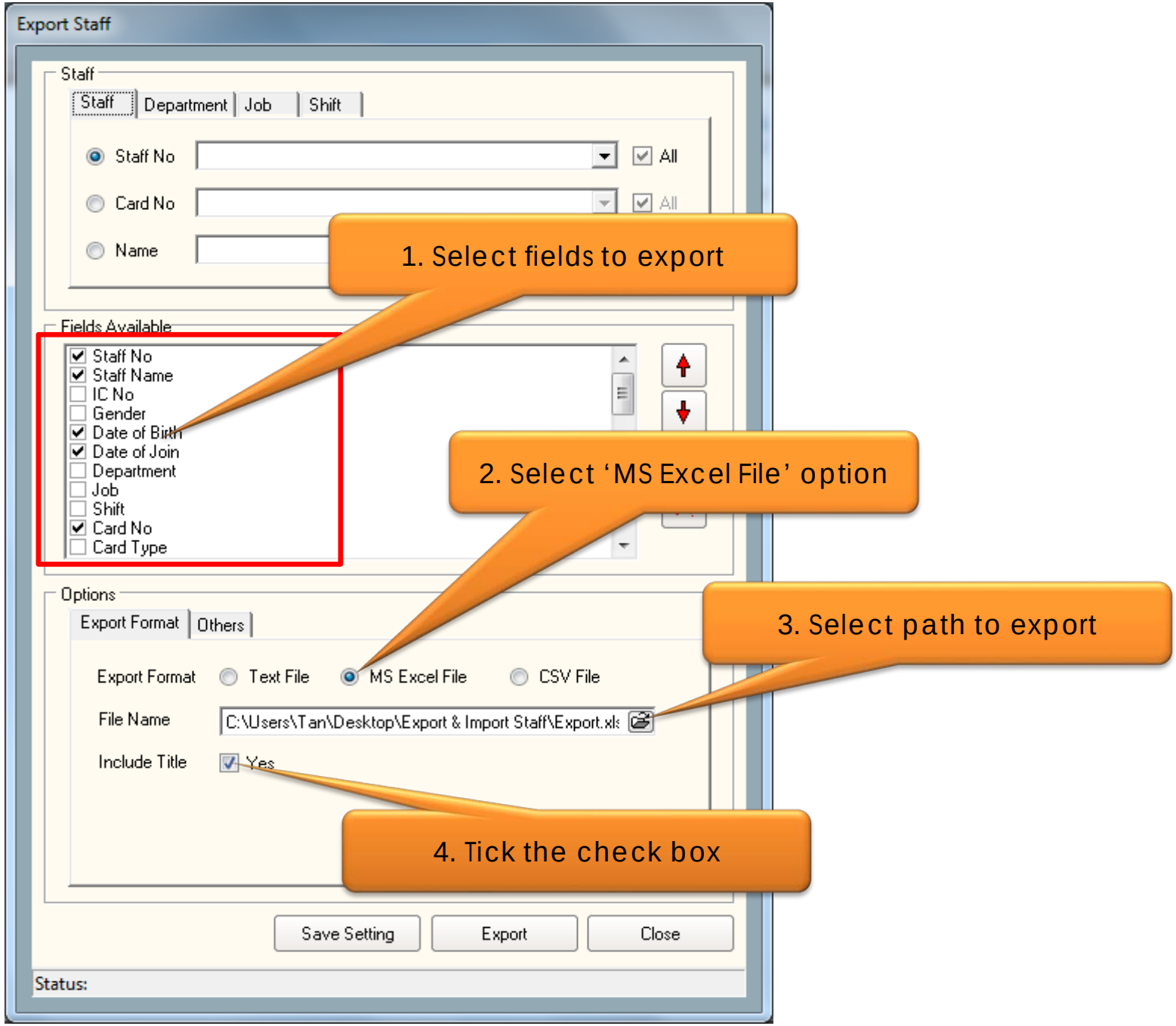

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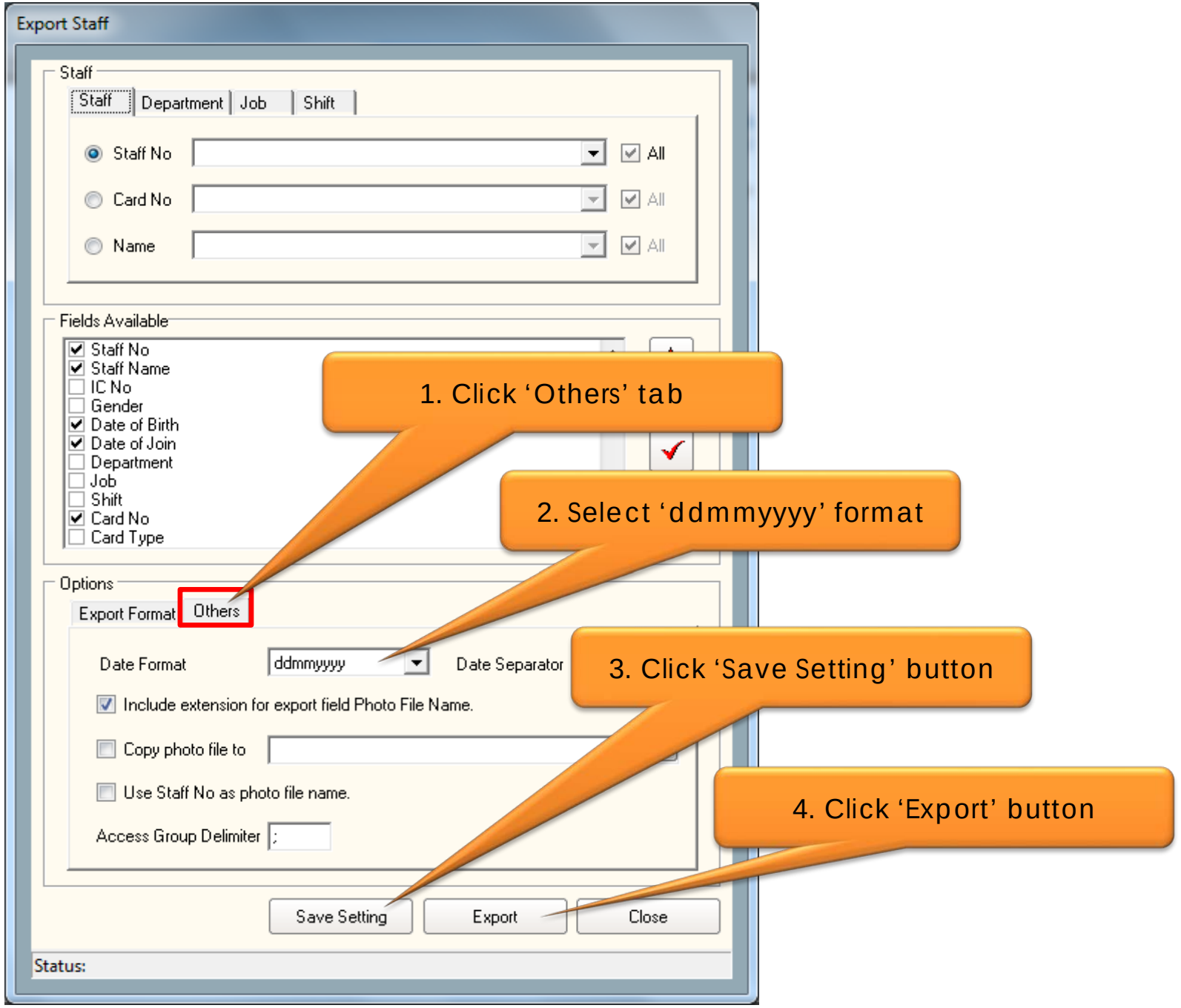

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THANK YOU

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