

# Employee overview (time recording)

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All employees and their working hours are listed for the period specified. The ordinary working hours are determined from the respective working time model and compared to the hours actually worked. Any overtime will be transferred to the working time account. If extra pay has been specified, this will be added to the working hours recorded.

The employee overview is subdivided into the following sections:

- [Export of the recorded working times](#)
- [Working time account](#)
- [Time cut-off](#)