






My entries

Documents are entries that can be uploaded as an attachment at certain places in the personnel file and that are saved individually for the respective employee.

In the initial view, an overview of your own entries will be displayed. This view is empty in the beginning. In order to populate it, first click on  to download the empty view as a template in XLS format and fill it in. Then, click on  to re-upload and import it. Your own entries will supersede the effective entries in the configuration.

The reference field must contain one of the keys listed under , in this exact notation. These are the entries for the supported referenced fields.

Currently, the following keys are included in the list:

List of supported Referenced fields 	
Referenced field name 	
Department.Documents	
Department.JobDescription	
Education.Documents	
PersonalData.BICCode	
PersonalData.Documents	
PersonalData.FamilyStatus	
PersonalData.Children	
PersonalData.Surname	
PersonalData.Nationality	
PersonalData.Town	
Contract.Documents	
Contract.EndDate	
Contract.HealthInsurance	
Contract.SocialSecurity	