

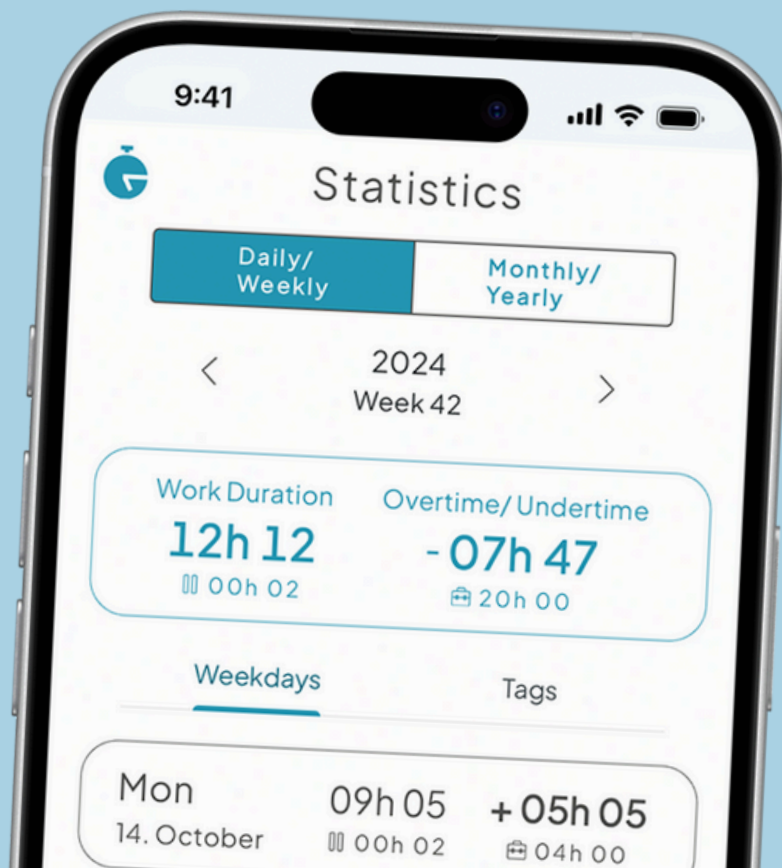
# YOUR USER-GUIDE

This is how you start!

**1** Register via SSO or email and invite your colleagues.

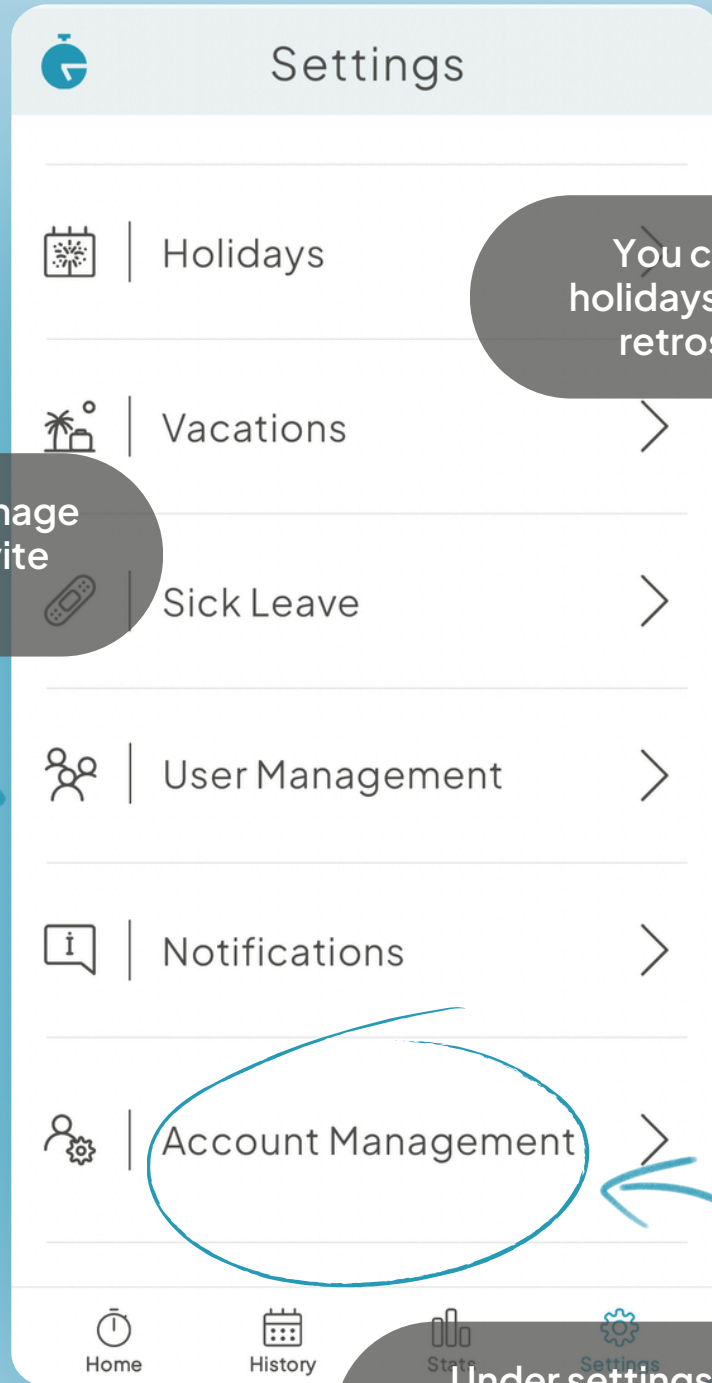
**2** After registering, set your weekly working hours first.

**3** Now you can start your timer for the workday.



1

Register via SSO or email  
and invite your colleagues.



You can manage  
holidays and vacation  
retrospectively.

Here, you can manage  
your team or invite  
colleagues.

Under settings, you'll find the  
account management feature  
after registration.

2

After registering, set your weekly working hours first.

Set your target hours for each workday.

< Work Hours ✓

Monday	08:00
Tuesday	08:00
Wednesday	04:00
Thursday	08:00
Friday	04:00
Saturday	00:00
Sunday	00:00

Days on which you do not work should have a value of "0" here.

We'll calculate your weekly working hours in the background.

3

Now you can start your timer for the workday.

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Thursday

17. October 2024

Your timer runs in the background.

04:07:19

00:00:00

Start and end your workday here.

TOTAL WORK TIME 06:03:42

TOTAL PAUSE TIME 00:02:41

Current daily working time.

Start & end your break times.



Online



Home



History



Stats



Settings