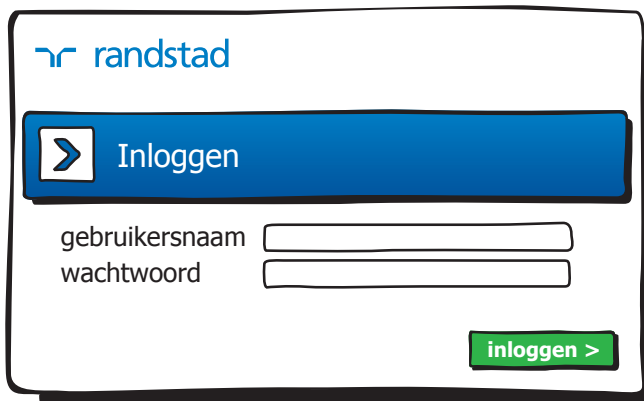


submitting your hours in four steps



randstad

Inloggen

gebruikersnaam

wachtwoord

inloggen >

1. log in

Log in to your personal environment in Mijn Randstad via www.randstad.nl by entering your user name and password and then clicking on log in.



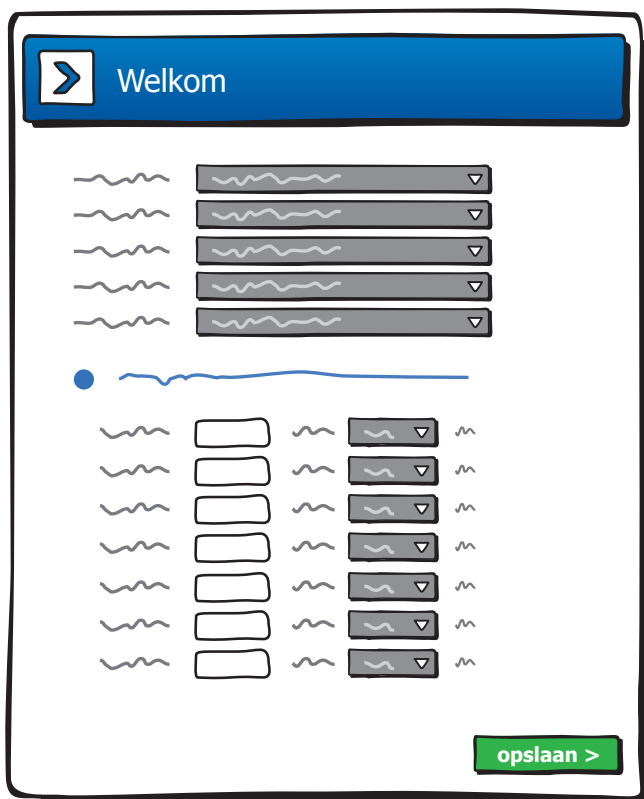
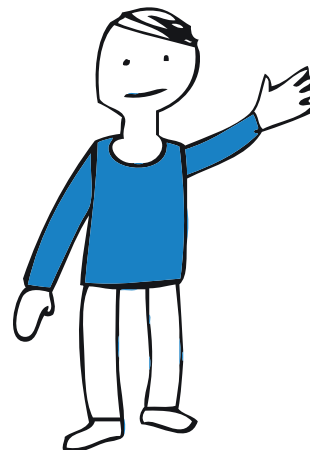
Welkom

mijn uren

+nieuwe week

2. '+new week'

Go to the tab 'my hours' You see an overview of the hours you have already submitted per week. Click on '+new week' to enter a new week.



Welkom

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opslaan >

3. enter and save hours

Choose a week number and fill in the basic details. For each day, you can submit the type of hours you have chosen (worked hours or holiday hours, for instance).



Welkom

verstuur week >

4. send

Choose 'new hours' to select a different hour type or choose 'edit' to make changes. Done? Choose 'send week' to send your hours.