HKB2B Limited

香港灣仔軒尼斯道 48-62 號上海實業大廈 11 樓 1102 室

Room 1102, Shanghai Industrial Investment Building, 48-62 Hennessy Road,

Wan Chai, Hong Kong

Tel: (852) 2520 5128   Fax: (852) 2520 6636

Email: cs@hkb2b.com.hk   Website: http://hkb2b.com.hk

Issue Staff Card

Issue staff card to those who need to sign in through wipe card.

Before assign card, please connect card reader to computer.   You will hear a beep when connect successfully.
at b2b System > Staff > Staff card > Issue

Staff card   Issued   Issue
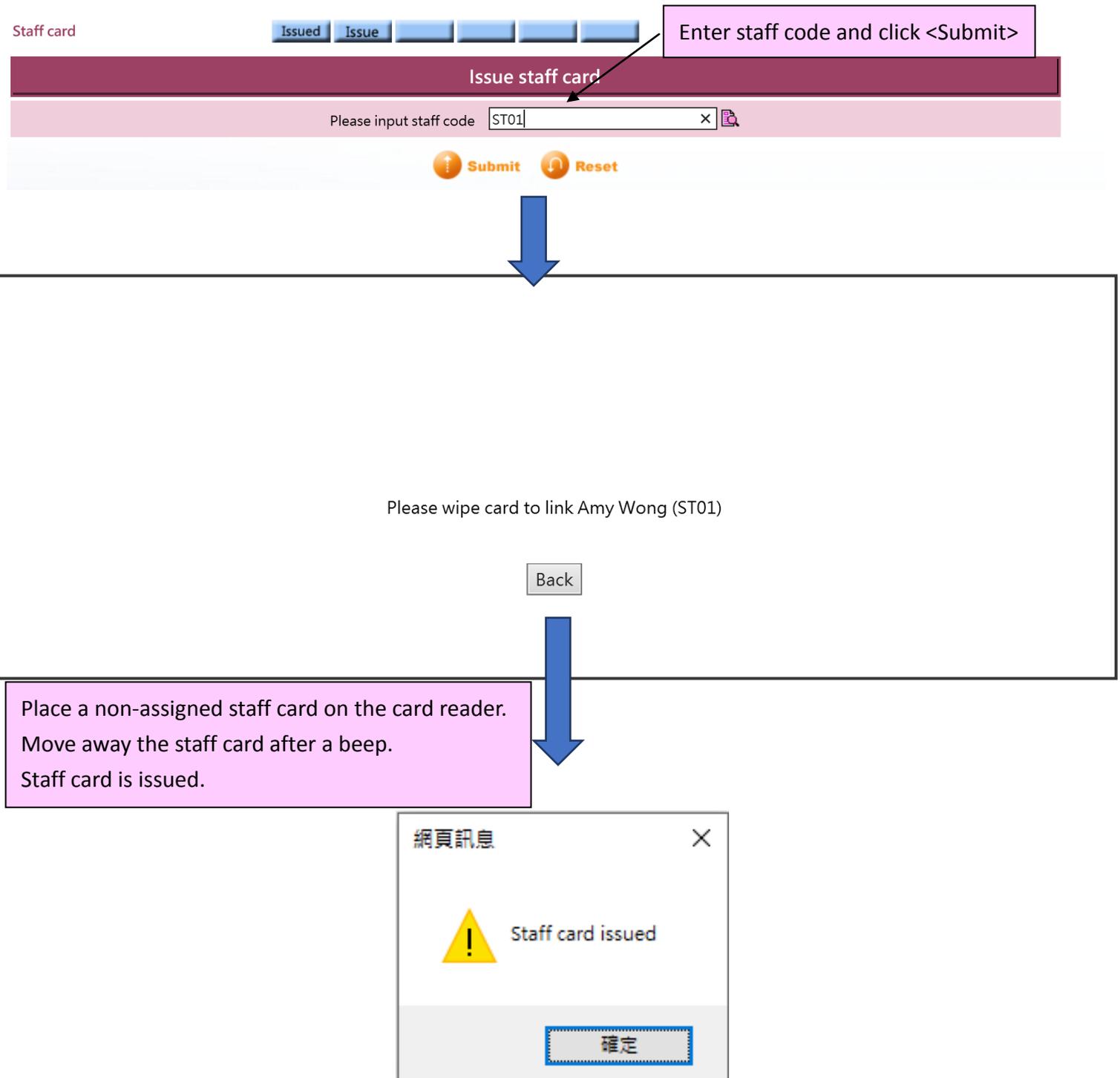
Enter staff code and click <Submit>

Issue staff card

Please input staff code   ST01

Submit   Reset

Please wipe card to link Amy Wong (ST01)

Back

Place a non-assigned staff card on the card reader.

Move away the staff card after a beep.

Staff card is issued.

網頁訊息   ✕

⚠ Staff card issued

確定

Issued staff card can be viewd at Staff > Staff card > Issued

Staff card　　　　　Issued　Issue

Staff card, code and name keyword _____ Input keyword and press [Enter] will filter following list

Issued staff card			
Staff card	Staff name (code)	Created at	Action
0006600111	Amy Wong (ST01)	20-Sep-2021 05:52 pm	Delete
0006598605	Betty Chan (ST02)	22-Sep-2021 04:16 pm	Delete

> Show deleted

Click <Delete> to delete issued staff card

網頁訊息　　　　　✕

? Confirm delete Amy Wong (ST01))

確定　　取消
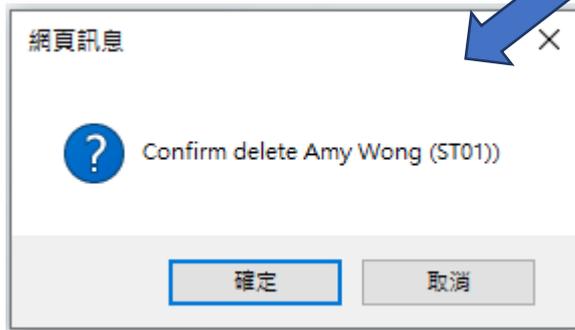
Click <OK> to confirm delete issued staff card

網頁訊息　　　　　✕

⚠ Issued staff card deleted

確定