How to add a new staff member to do the online induction.

Go to www.tinyhouseexpo.tickbox.nz/login
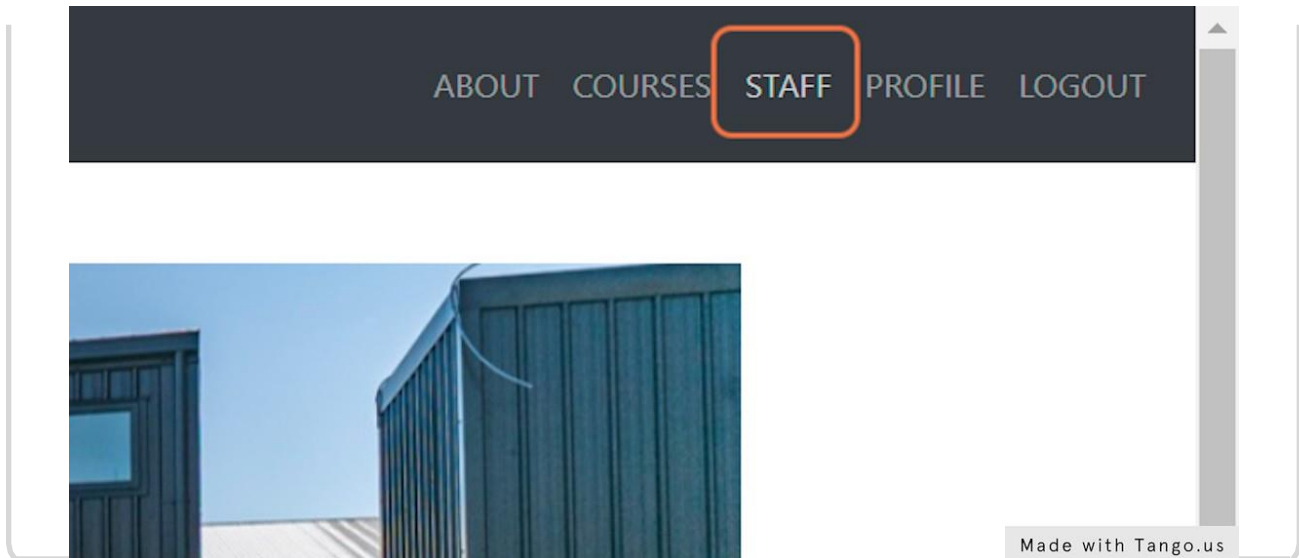
Enter your EMAIL ADDRESS and PASSWORD. Then click LOGIN

Click on STAFF

Click on Add New Staff

ABOUT   COURSES   STAFF   PROFILE   LOG

👤+ Add New Staff

Actions
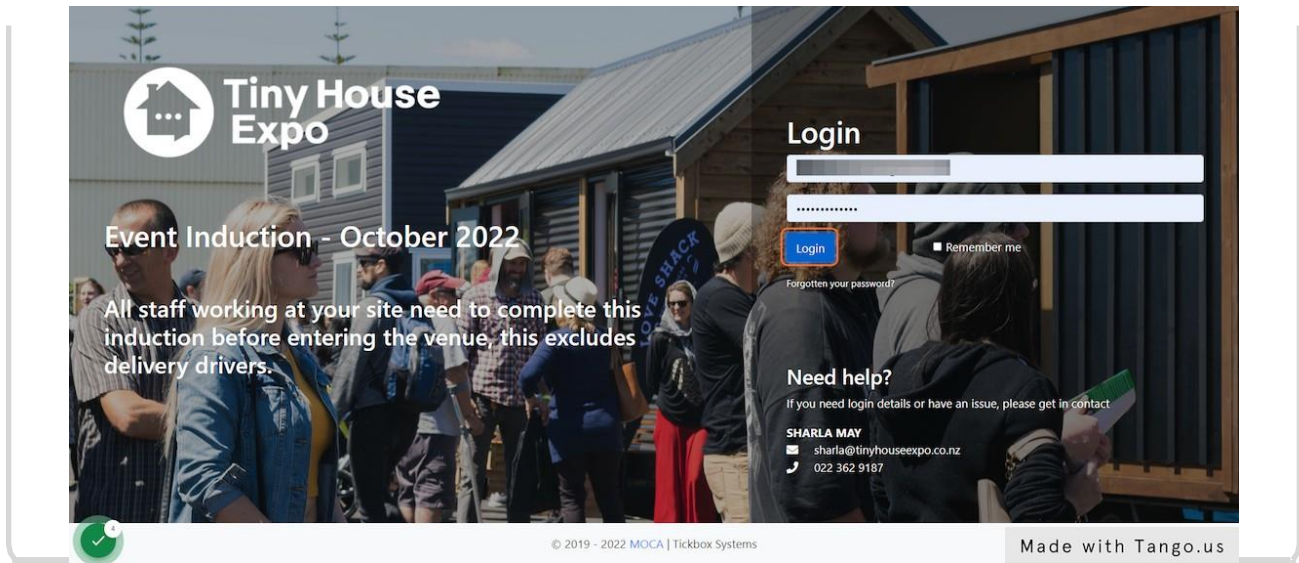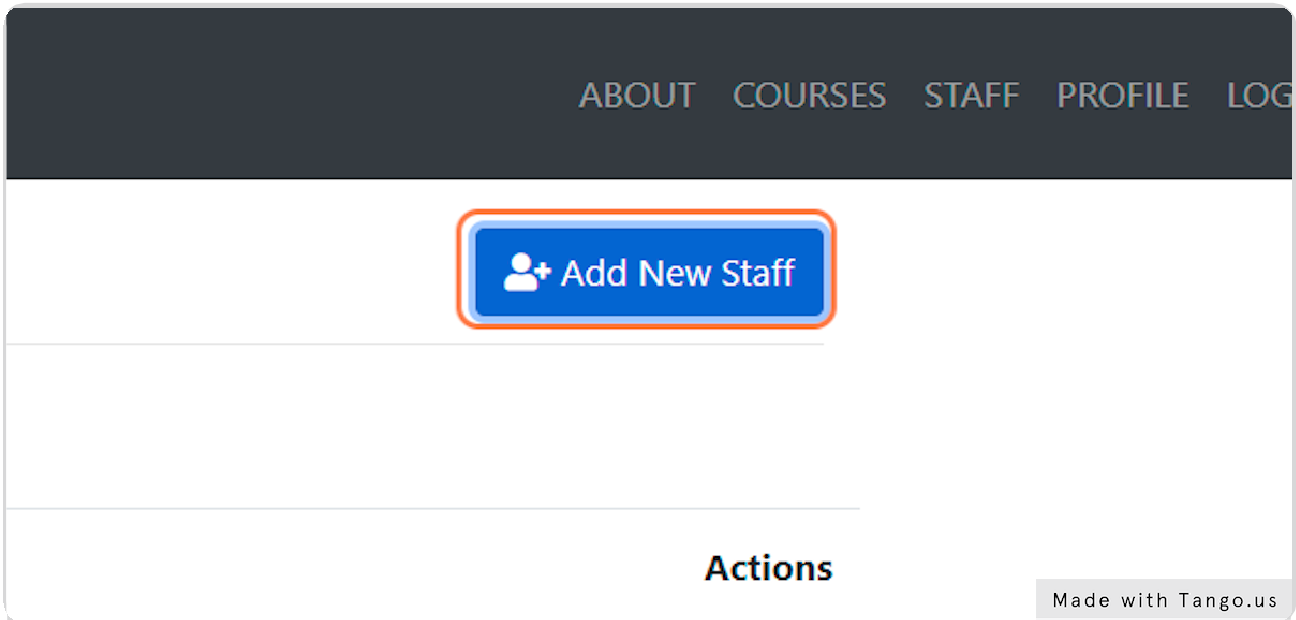
Add in the new persons FIRST NAME & FAMILY NAME

Profile

First Name*   First Name

Family Name*   Family Name
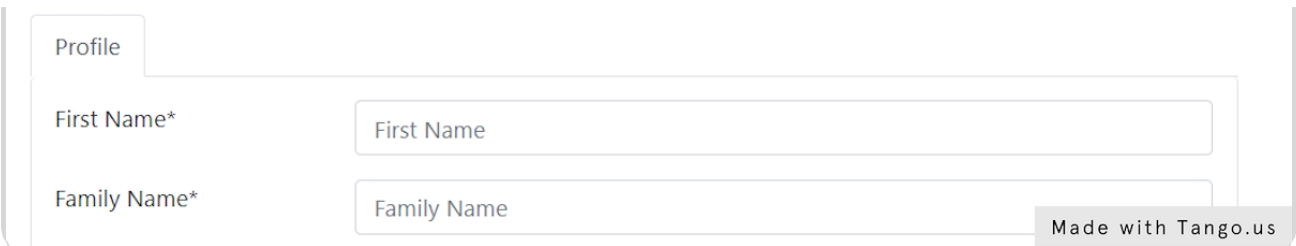
Add in the new persons EMAIL ADDRESS

Email*   Email Address

STEP 7

Select your COMPANY from the drop-down menu

Company*

STEP 8

Click on ADD PROFILE

Active

☑ Notify user via email

Add Profile

© 2019 - 2022 MOCA | Tickbox Systems