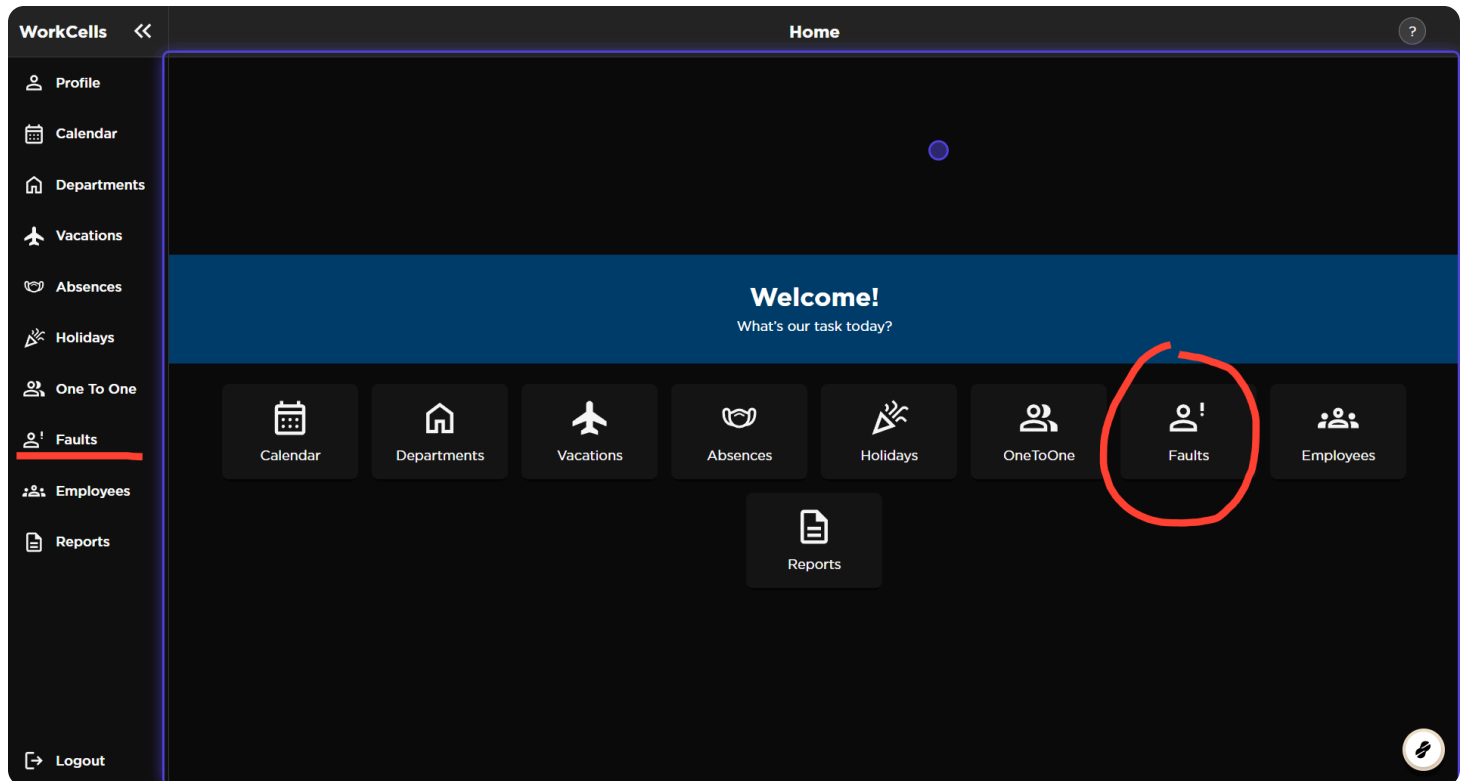


# Guide of Faults

Created on Apr 28, 2025 by Manuel Bajos Rivera

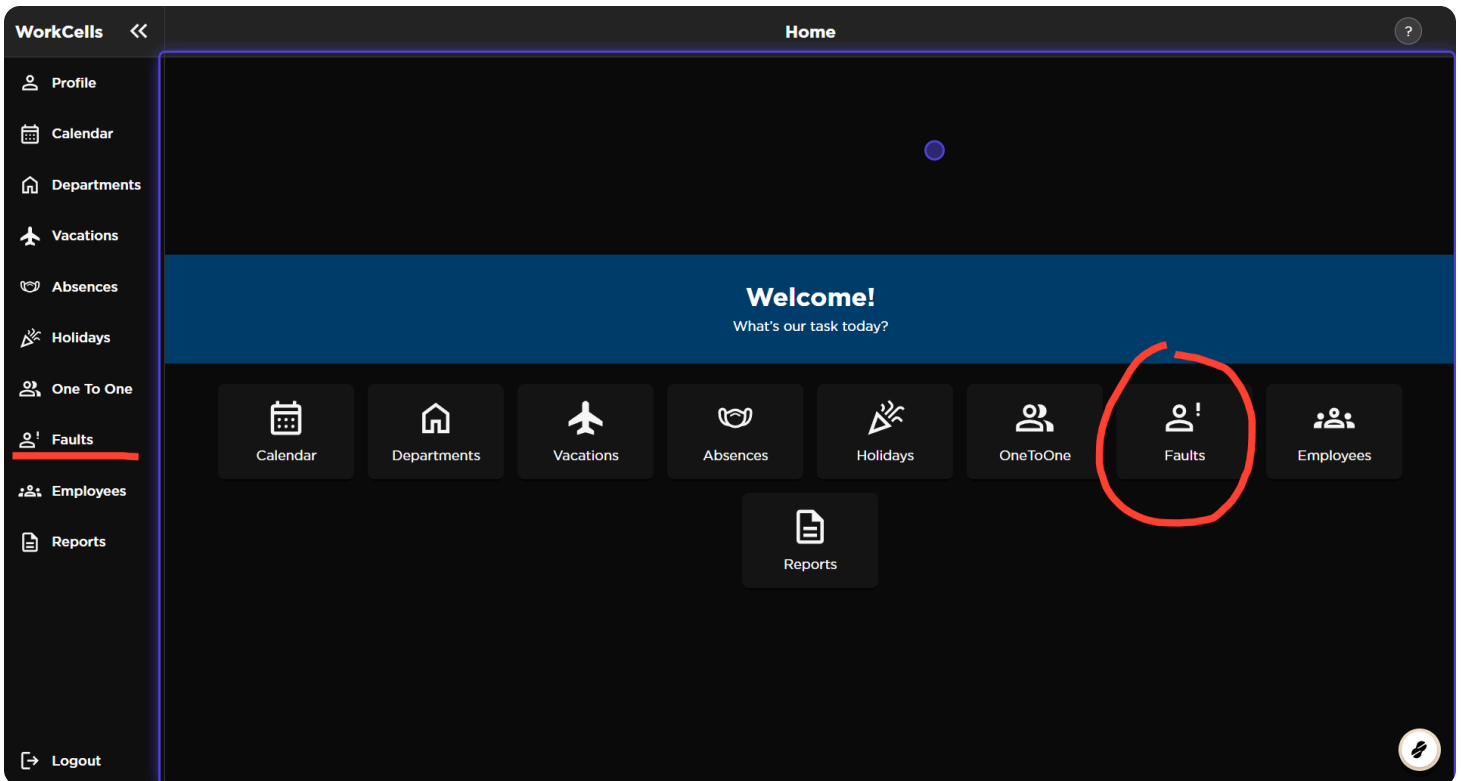


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## 1 Go to Faults

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If you want to view a collaborator's faults, click the faults button to open the view.



## 2 View of fault and search bar

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This is the faults view where you can see all of them. If you are looking for a specific one, you can use the search bar and enter the collaborator's name. To view the next six faults, click the 'Next' button, and to go back to the previous six faults, click the 'Previous' button.

**WorkCells** << **Faults**

**List of all faults** [Add fault](#)

Search by name...

NAME	E-MAIL	DATE OF THE FAULT	NUMBERS OF FAULTS	VIEW THE FAULT
Adrián	kuissytlfab@outlook.com	14/5/2025	2	<a href="#">View</a>
María	bwvvsnsipi@nuclea.solutions	17/3/2025	2	<a href="#">View</a>
María	prcyqxidlmmaa@nuclea.solutions	12/3/2025	2	<a href="#">View</a>
Mercedes	jpkkmrxdk@outlook.com	17/3/2025	1	<a href="#">View</a>
Rafael	qxbuagxh@outlook.com	12/3/2025	1	<a href="#">View</a>
David	qgcahswtbraj@gmail.com	12/3/2025	1	<a href="#">View</a>

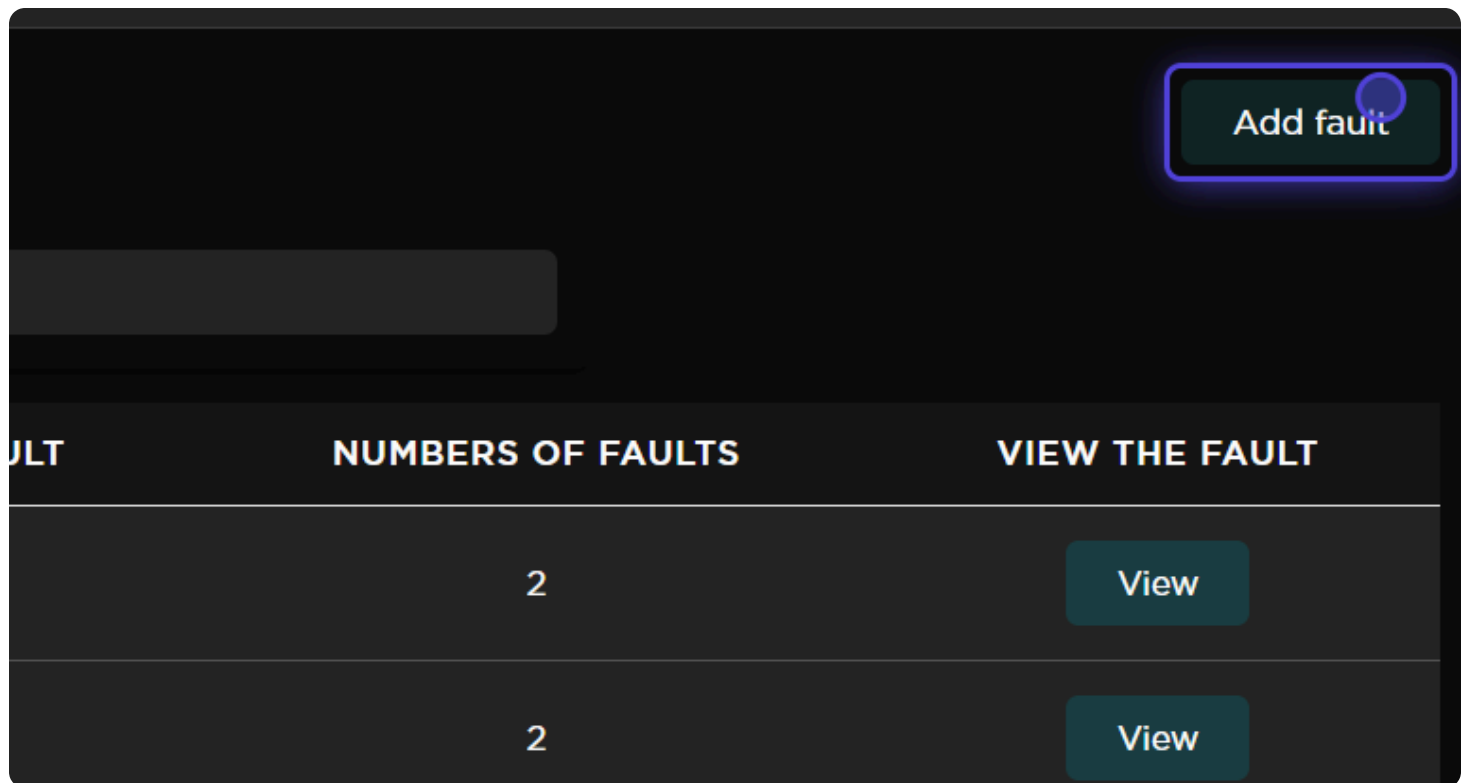
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[Logout](#)

### 3 Add fault

[VIEW PAGE →](#)

To add a new fault, click the button that says 'Add Fault' to open the form and create a new one.



## 4 Enter the fault details

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To create a new fault, you need to enter its details. First, input the date when the fault occurred. In the second field, provide a description of the fault. In the third field, enter the collaborator's email who made the fault, and if you have it, upload any evidence of the fault. Once all three fields are completed, click the 'Submit' button to create the fault.

WorkCells <<

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Add fault

Date of the fault

dd/mm/yyyy

Fault description

The employee didn't finish his job on time

Employee's e-mail

johnDoe@nuclea.solutions

Evidence (optional):

Seleccionar archivo Ningún archivo seleccionado

Submit

## 5 View faults of one collaborator

[VIEW PAGE →](#)

To view all the faults of a collaborator, click the 'View' button to see all their faults.

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List of all faults

Add fault

Search by name...

NAME	E-MAIL	DATE OF THE FAULT	NUMBERS OF FAULTS	VIEW THE FAULT
Adrián	kuissytlfaab@outlook.com	14/5/2025	2	<div>View</div>
Maria	bwvvsnsipi@nuclea.solutions	17/3/2025	2	<div>View</div>
Maria	prcyqxidlmmaa@nuclea.solutions	12/3/2025	2	<div>View</div>
Mercedes	jpkkmrxdk@outlook.com	17/3/2025	1	<div>View</div>
Rafael	qxbuagxh@outlook.com	12/3/2025	1	<div>View</div>
David	qgcahswtbraj@gmail.com	12/3/2025	1	<div>View</div>

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Update

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If you want to change any details of a collaborator's fault, click the 'Update' button to open the form and make changes.

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Employee's faults

Number of faults: 2

FULL NAME	REASON	DONE DATE	EVIDENCE	MODIFY	DELETE
Adrián Martínez Torres	El empleado no se presenta al trabajo sin avisar o sin una razón válida, afectando la continuidad de las labores del equipo.	14/5/2025	No evidence	<div>Update</div>	<div>Delete</div>
Adrián Martínez Torres	Cometer fallos en el trabajo de forma repetitiva, a pesar de haber sido señalados previamente	17/3/2025	No evidence	<div>Update</div>	<div>Delete</div>

## 7 Enter new faults details

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Here, you can change the reason for the fault, the date it occurred, and add any evidence. To save the new details of the fault, click the 'Accept Changes' button, and the details will be updated.

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Faults

Update fault

Reason

El empleado no se presenta al trabajo sin avisar o sin una razón válida, afectando la continuidad d

Date

dd/mm/aaaa

Evidence (optional):

Seleccionar archivo Ningún archivo seleccionado

Accept Changes



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Delete

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To delete a collaborator's fault, click the 'Delete' button.

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Employee's faults

Number of faults: 2

FULL NAME	REASON	DONE DATE	EVIDENCE	MODIFY	DELETE
Adrián Martínez Torres	El empleado no se presenta al trabajo sin avisar o sin una razón válida, afectando la continuidad de las labores del equipo.	14/5/2025	No evidence	<div>Update</div>	<div>Delete</div>
Adrián Martínez Torres	Cometer fallos en el trabajo de forma repetitiva, a pesar de haber sido señalados previamente	17/3/2025	No evidence	<div>Update</div>	<div>Delete</div>

## 9 Confirm the elimination

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After clicking the 'Delete' button, a new notification will appear asking if you're sure you want to delete it. If you're sure, click the 'Yes, delete it' button, and the fault will be removed from the record. If you're not sure, click the 'Cancel' button to stop the action.

The screenshot shows the 'Employees' section of the WorkCells application. A confirmation dialog is displayed in the center, asking 'Are you sure you want to delete it?' with the warning 'This action cannot be undone!'. The dialog has two buttons: 'Yes, delete it' and 'Cancel'. The 'Cancel' button is highlighted with a red border. In the background, the 'Employee's faults' table is visible, showing two faults for 'Adrián Martínez Torres'. The 'Delete' button for the second fault is highlighted with a red border.

FULL NAME	REASON	DONE DATE	EVIDENCE	MODIFY	DELETE
Adrián Martínez Torres	El empleado no se presenta al trabajo sin avisar o sin una razón válida, afectando la continuidad de las labores del equipo.	14/5/2025	No evidence	<a href="#">Update</a>	<a href="#">Delete</a>
Adrián Martínez Torres	Cometer fallos en el trabajo de forma repetitiva a pesar de haber sido sancionado	17/3/2025	No evidence	<a href="#">Update</a>	<a href="#">Delete</a>