

I am new Here

- [Welcome to CuteHR](#)
- [Getting Started with CuteHR](#)
- [Managing Account](#)
- [Changing Personal Details](#)

Welcome to CuteHR

CuteHR is a Small Business HR Solution to automate and streamline common HR tasks. It offers various online tools to help manage and improve productivity of your team. It also helps to manage team projects and track time to improve efficiency.

The vision behind CuteHR was to build a simplified HR For small companies.

In the present release it includes the following tools -

- Employee Database and Contracts
- Attendance Management
- Live Time Tracking
- Basic Project Management
- Leave Management
- Employee Self Serve Portal
- Event Dashboard
- Reimbursement Manager
- Report and Analytics

CuteHR runs in the cloud and is always available on desktop and mobile.

[Starting using CuteHR , Its Free](#)

Getting Started with CuteHR

Welcome to CuteHR! If you are a small business we are here to help you relive the pain of people management.

Here are some quick links to get you started -

- Watch a getting started Video
- Setting up your company and Adding Employees
- [Create a project and Track Time](#)

Watch a getting Started Video

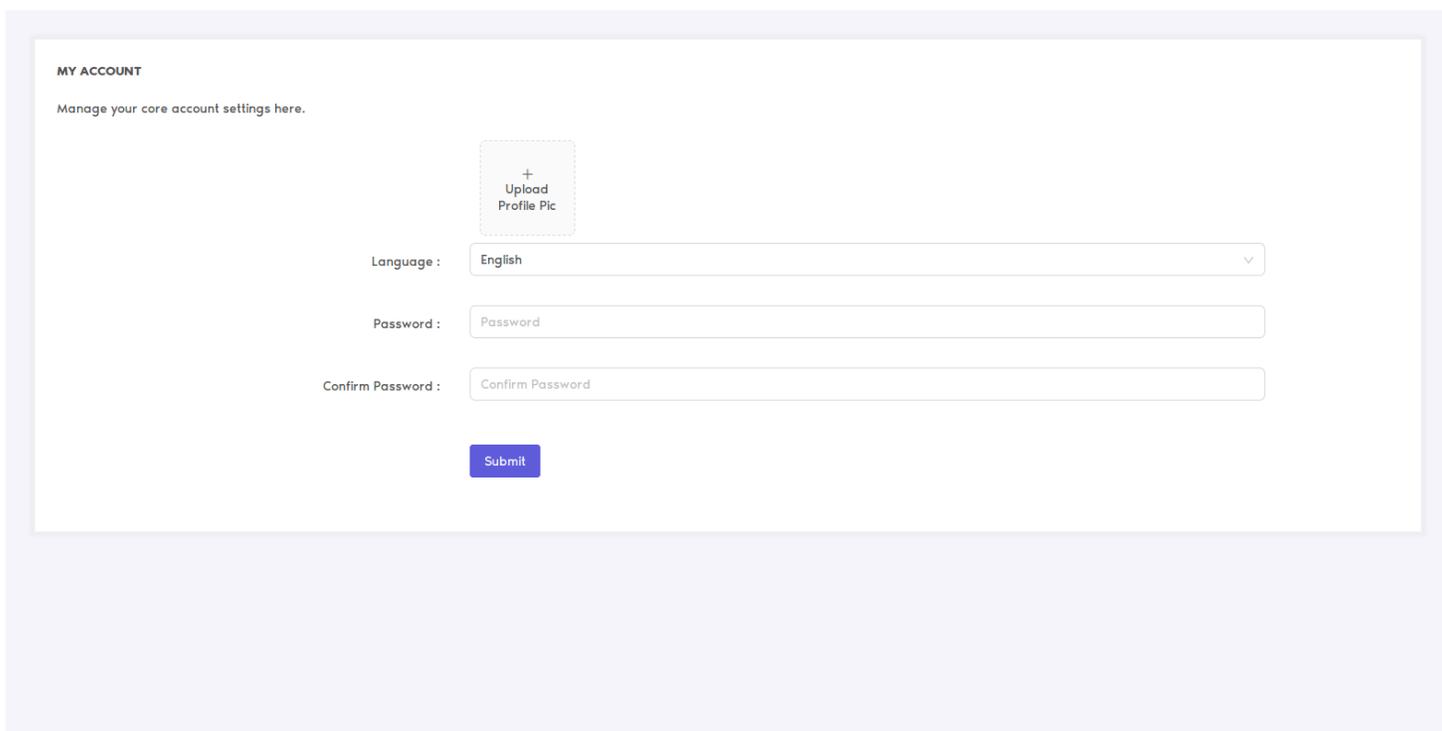
Setting up your company and Adding Employees

Create a project and track time

Managing Account

For managing your account on cutehr you can follow the basic steps.

Simply click on down arrow button on sidebar beside your name, and from the dropdown choose "My Account".



MY ACCOUNT

Manage your core account settings here.

+
Upload
Profile Pic

Language : English

Password : Password

Confirm Password : Confirm Password

Submit

You will see the above page.

Changing Avatar

In My Account section, you can see the option to upload profile pic, click the item and choose the picture.

MY ACCOUNT

Manage your core account settings here.



Language : ▼

Password :

Confirm Password :

Profile pic will update.

Changing Password

You can also change your password from here. Just type the new password and confirm it. Then click "Submit" button to change it.

Changing Personal Details

Changing personal details in cutehr is as simple as changing avatar. Just follow these basic steps.

For changing personal detail. Click on the down arrow beside your name. And choose "My Profile".

After choosing My Profile navigate to "personal" tab.

Before proceeding, please check your email for a verification link. If you did not receive the email, [click here to request another](#).

MY ACCOUNT

Work **Personal** Contract Documents Attendance

General Information

* First Name : Alex

* Last Name : Williams

* Date of Birth : Select Birthday

* Gender : Select gender

* Nationality : Select Nationality

* Phone : Phone

* Personal Email : demo@newuser.com

Address

Address1 : Address1

Address2 : Address2

City : City

State : State

Country : Select Country

Zip : Zip

Check In

Update the details and click "Save" button.