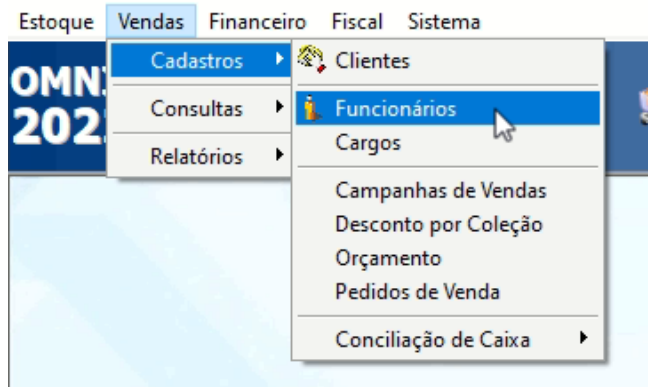


OMNI FASHION - TRANSBY SHOP COMERCIO DE CONFECÇÕES



Passo 1

The screenshot shows the 'CADASTRO DE FUNCIONÁRIOS' form. The 'Consulta' tab is selected. The form displays a table with columns for 'CÓDIGO', 'NOME', 'APELIDO', and 'EMPRESA'. The first row shows '00001', 'VENDEDOR', and 'VENDEDOR'. A red box highlights the 'Nome' field in the table. Below the table, there is a text instruction: 'Clicar na aba Consulta informe o nome da vendedor ou parte do nome e pressione Enter até o final.'

Passo 2

The screenshot shows the 'CADASTRO DE FUNCIONÁRIOS' form. The 'Consulta' tab is selected. The table now has two rows: '00001', 'VENDEDOR', 'VENDEDOR' and '01052', 'ELIANE DE VASCONCELOS PINTO', 'ELIANE', 'TRANSBY SHOP COMERCIO DE CONFECÇÕES'. A red box highlights the first row of the table. Below the table, there is a text instruction: 'Clique no registro e depois em Editar'. At the bottom, the 'Editar' button is highlighted with a red box.

Passo 3

The screenshot shows the 'CADASTRO DE FUNCIONÁRIOS' form. The 'Profissional' tab is selected. The form displays various fields for employee data, including 'EMPRESA', 'C.T.P.S', 'SÉRIE', 'REGISTRO', 'HORA ENTRADA', 'HORA INTERVALO', 'HORA SAÍDA', 'CARGO', and '*LOCAL'. The 'CARGO' dropdown menu is open, and 'INATIVO' is selected. A red box highlights the 'CARGO' dropdown and the 'INATIVO' option. Below the form, there is a text instruction: 'Clique na Aba Profissional e selecione o cargo Inativo.' At the bottom, the 'Editar' button is highlighted with a red box.

Passo 4