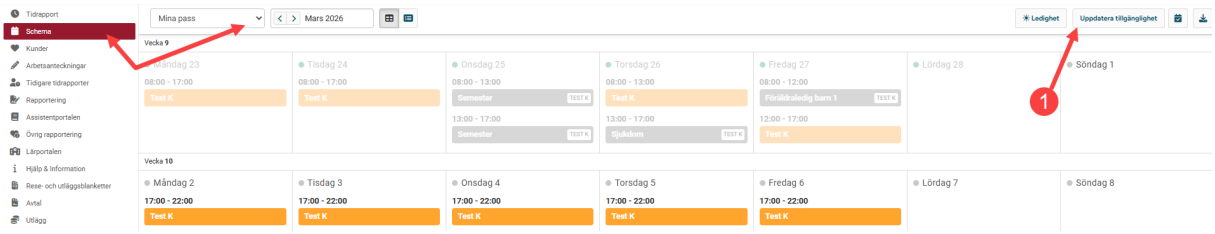
Availability - web browser or computer

As a personal assistant, you can set your availability in the schedule by logging in at https://humana.assistansstod.se on your mobile or computer.

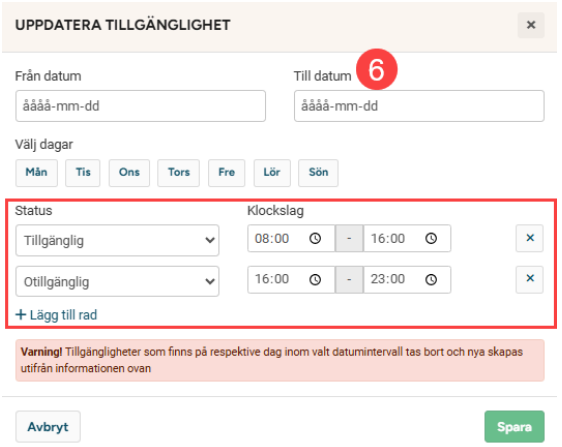
Go to the Schedule menu. To update your availability, follow these steps:

1. Click the Update availability button (Uppdatera tillgänglighet).



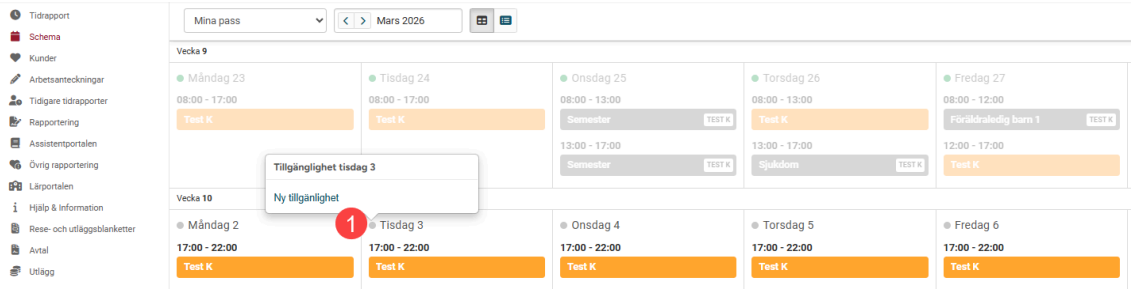
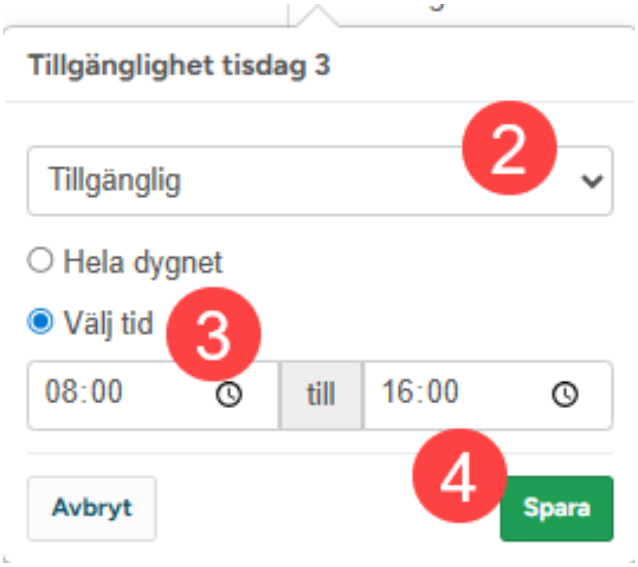
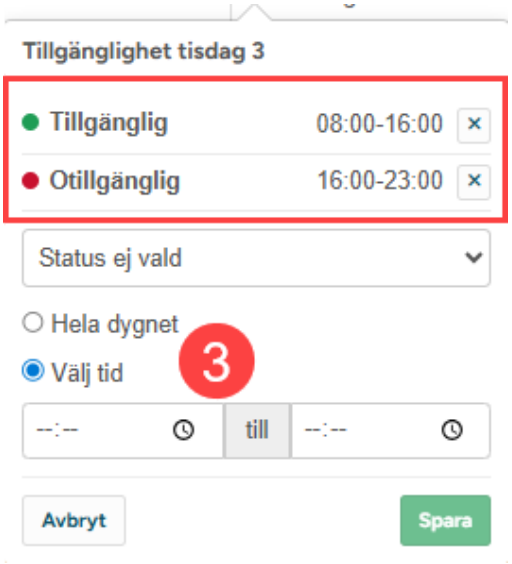
2. Then set the From and To dates.
3. Select the days you are available/unavailable.
4. Click +Add row under the Status section.

5. Select Available/Unavailable and set the time.
6. You can set multiple time intervals for the days you have chosen.
7. Once you have made your selections, click Save.



You can also do this directly from the schedule (day by day). Follow these steps:
Please note that the steps below can only be done via a web browser on a computer.

1. Click the small circle next to the date for the day you want to set yourself as available, then click New availability, (Ny tillgänglighet).



2. Select the status Available/Unavailable.
3. Set the time you are available/unavailable under Select time. If it applies to the entire day, you can check the box All day. (You can add more times for the same day after saving as per step 4).
4. Click Save.