## HOW TO GENERATE A CONFIRMATION OF THE LAST NEGATIVE TESTING

In the header of my profile, after clicking on "Actions", select "Generate document"

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	Jana Včerejší ~ <sup>Driver</sup> Central (10003432) Cost Center: DCH010 (DCH010) Employee Id: 10001338						C	Actions Take Action Generate Document Print/PDF Jump To Org Chart Performance Review Career Worksheet	Header 🖽 As of Tod
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In the new window, select "Test Confirmation" in the Templates field. We recommend to select the Czech language first so that the date is displayed in the correct format on the confirmation

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I download the confirmation and I can print it out (it is only possible to send it directly to the company email, which is already entered in the system. If you do not have a company email, it is possible to download the confirmation and send it to a private email)

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If you have not taken the test or the result is positive, you will not see any data on your profile. In that case, please do not generate a confirmation (an error message will appear and the date will not be stated in the confirmation)

