

# What is teams documentation and how do you add it?

[help2.fractal.com/hc/en-us/articles/25044167316109-What-is-teams-documentation-and-how-do-you-add-it](https://help2.fractal.com/hc/en-us/articles/25044167316109-What-is-teams-documentation-and-how-do-you-add-it)

In contrast to the document management in other modules, teams documentation generates restrictions when carrying out activities so that if the inhouse personnel has an expired document, they won't be able to do the task until the document is renewed. For example, it can be used for documentation that is necessary for performing certain activities.

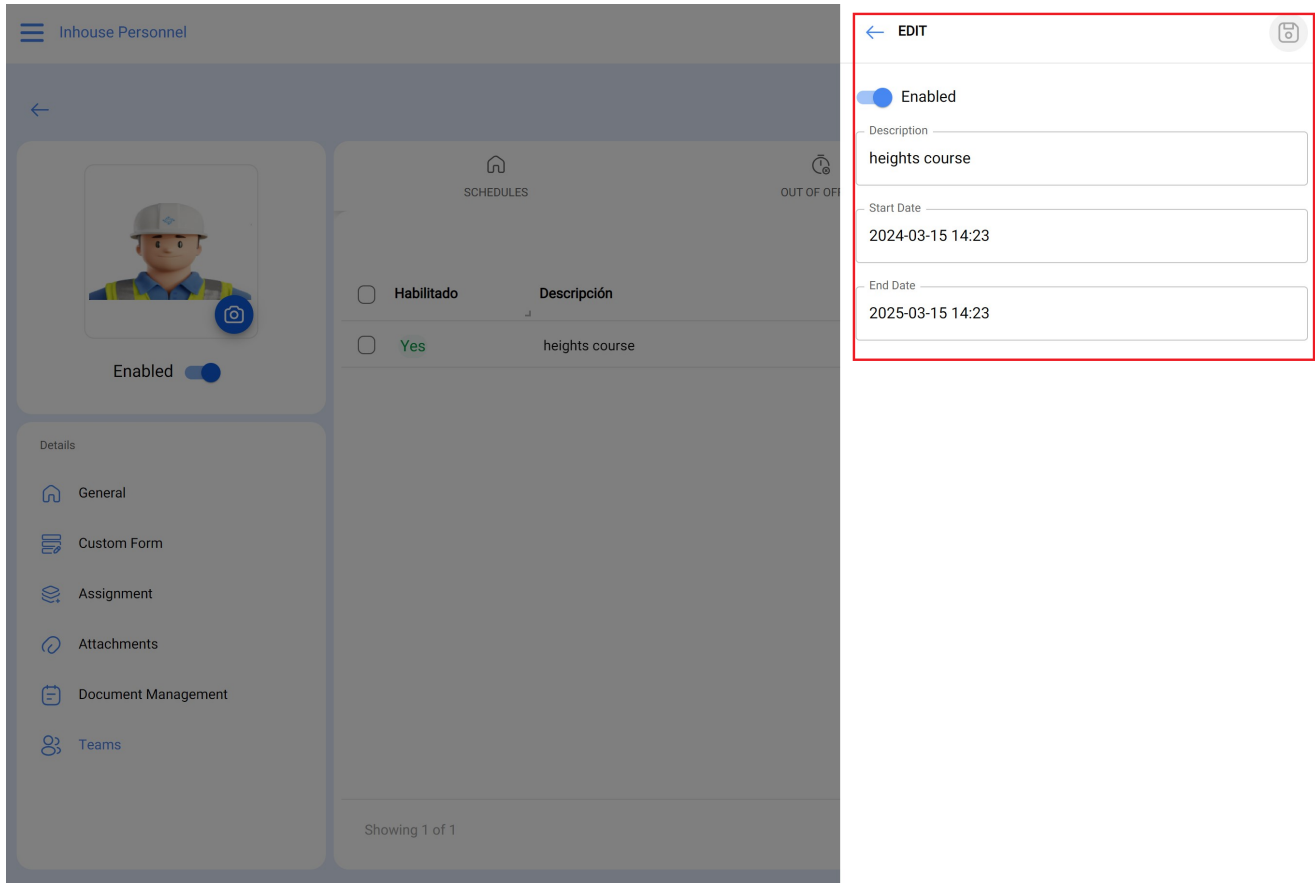
To add documentation in teams, go to the "Documentation" submodule in the user's inhouse personnel profile (this user profile should already be associated with a teams schedule).

The screenshot shows the 'Inhouse Personnel' profile page. The 'DOCUMENTATION' submodule is highlighted in red. The 'Teams' option in the left sidebar is also highlighted in red. A blue plus button in the bottom right corner is also highlighted in red.

The page displays the 'Inhouse Personnel' profile for a user. The 'DOCUMENTATION' submodule is selected and highlighted in red. The 'Teams' option in the left sidebar is also highlighted in red. A blue plus button in the bottom right corner is also highlighted in red.

The main content area shows a table with the following columns: **Habilitado**, **Descripción**, **Fecha Inicial**, and **Fecha Final**. The table is currently empty, showing 'Showing 1 of 1' items. A blue plus button is located in the bottom right corner of the table area, indicating an option to add new documentation.

Click on the add option to open a new window where you can add the description and date range to the documentation you want to add.



Then click on save to establish the documentation associated with the person in question.

