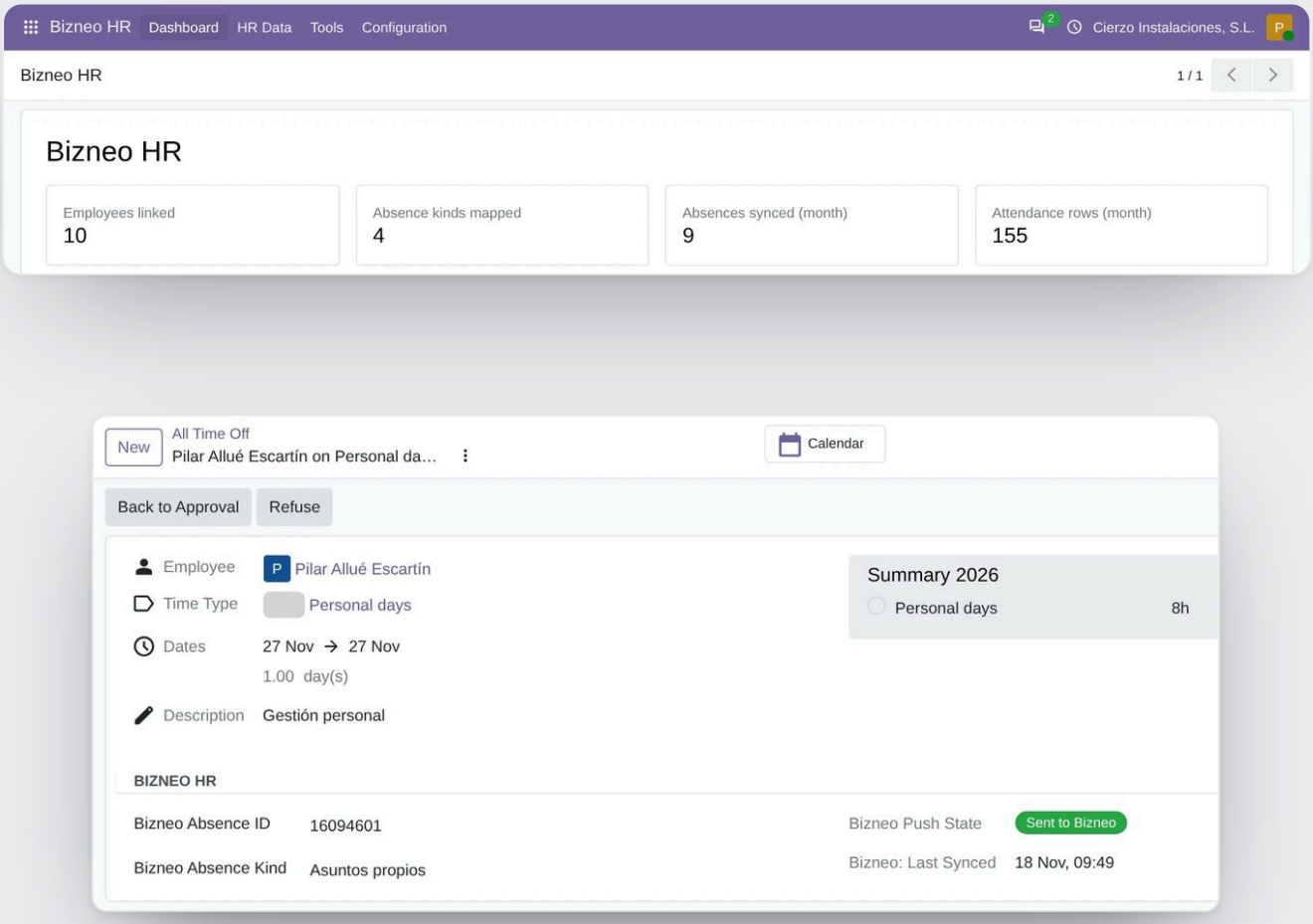
CONNECTOR GUIDE · PAYROLL AND HR

Bizneo HR connector for Odoo

Bring Bizneo HR's employees, absences and logged hours into Odoo, and send Odoo's absences to Bizneo HR.

Odoo 17 · 18 · 19 · 20 | 14-day trial, no card | Edition of 18-11-2026



Real Odoo 20 screenshot. The Bizneo HR dashboard with its counters, next to an Odoo absence already sent to Bizneo HR.

Contents

On the right, the page where each chapter starts. Menu and button names are those of Odoo in English.

1	Who it is for and what it solves	3
2	The connector in numbers	4
3	Where you see it in your Odoo	5
4	What you need before you start	6
5	The FlexigoTech Cloud trial	7
6	Connecting Bizneo HR step by step	8
7	Bizneo HR employees in Odoo	11
8	The employees you already have in Odoo	12
9	Absences and absence kinds between Bizneo and Odoo	13
10	Logged hours and attendance	16
11	Payroll, signatures and recruitment candidates	18
12	Importing from a CSV or Excel file	20
13	The dashboard and the sync log	22
14	The Bizneo API routes	24
15	The data that goes and comes back	25
16	What runs automatically	26
17	The connection options and their defaults	27
18	Security and personal data	28
19	Several connections and several companies	29
20	If something fails	30
21	Other ways to do it	32
22	Plans and price	32
23	Frequently asked questions	33
24	Glossary	35
25	Checklist and contact	36

This guide describes version 20.0.1.1.7 of the module (Odoo branch 20.0, commit 1d4d41bf2). Everything in it comes from its published code, the platform's official documentation or real screenshots.

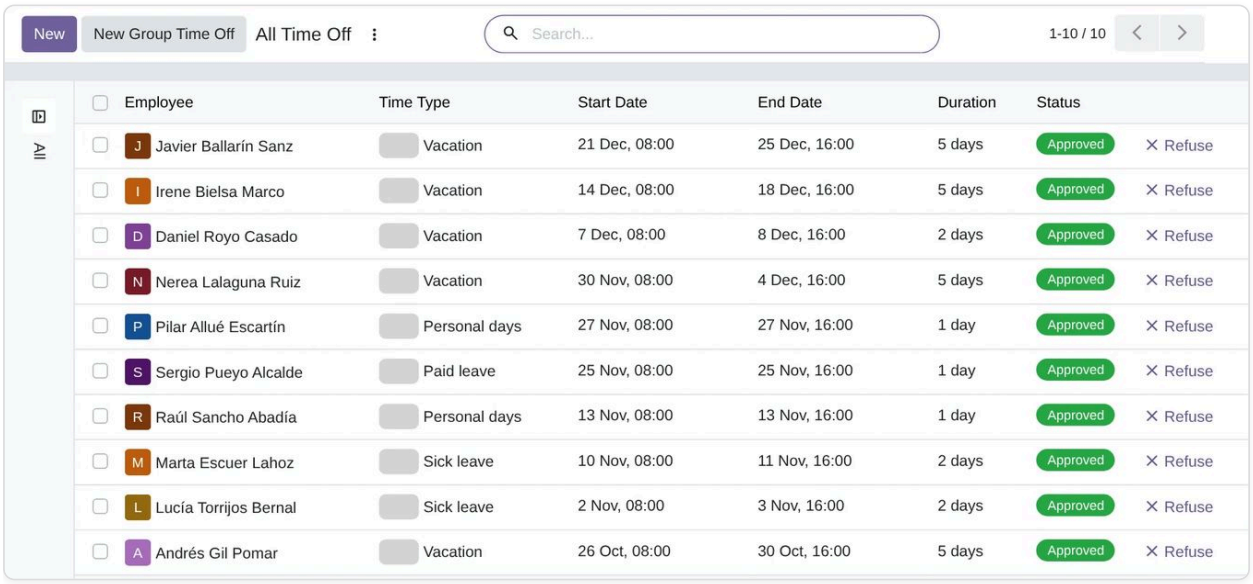
The screenshots come from a test Odoo 20 database, with a made-up company and data and no real connection to Bizneo HR. The module also has a version for Odoo 17, 18 and 19.

1 Who it is for and what it solves

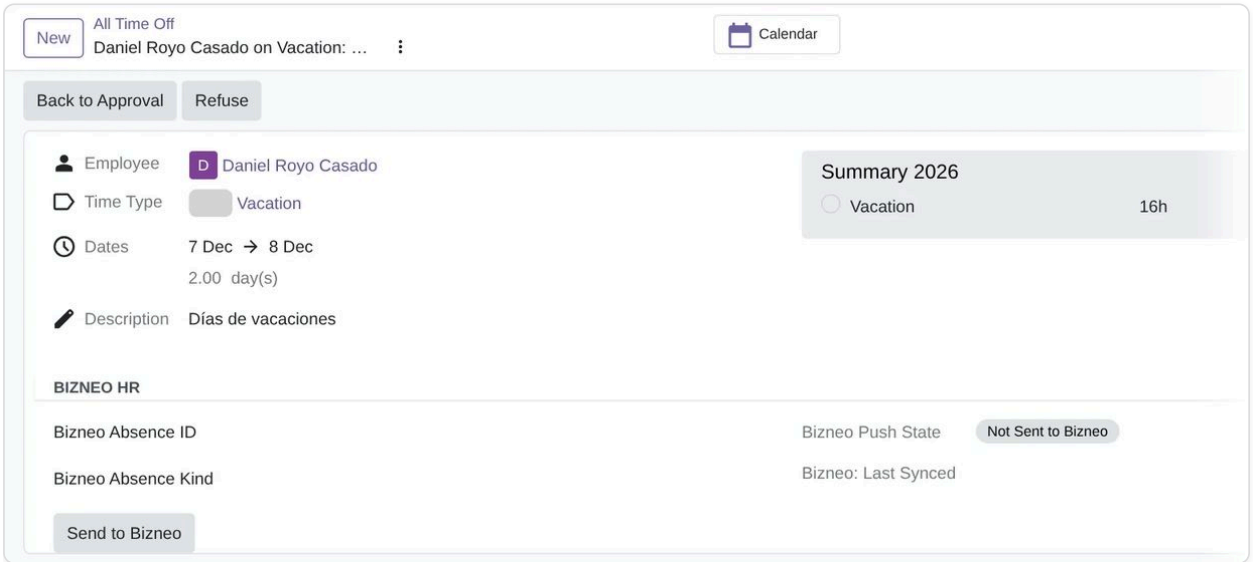
> The connector needs the FlexigoTech Cloud subscription, which starts with a 14-day trial and no card required. Without the trial or the subscription, nothing goes out to Bizneo HR. Each company also needs its own Bizneo HR subscription with API access and an API token.

It is for companies that keep headcount, absences and time tracking in Bizneo HR and the rest of the business in Odoo. Without the connector, someone creates in Odoo each person who joins Bizneo, copies the approved absences and re-enters the hours clocked. And an absence requested in Odoo has to be repeated in Bizneo.

With the connector, Odoo only pulls new employees, absences and recorded hours from Bizneo HR, and an absence requested in Odoo is sent to Bizneo HR with a button. To get started, or for historical data, the import wizard loads a CSV or Excel file exported from Bizneo HR.



- **Real Odoo 20 screenshot.** The Odoo absences, with those that came from Bizneo already approved.



- **Real Odoo 20 screenshot.** An absence requested in Odoo, showing **Not Sent to Bizneo** and the **Send to Bizneo** button.

What changes day to day

- Anyone who joins Bizneo HR appears in Odoo as an employee within a few hours, linked by their Bizneo ID.
- Absences from Bizneo HR arrive every 4 hours, with the Odoo type you have assigned to them.
- Recorded hours arrive in Attendances every 2 hours, one record per worked stretch.
- An absence requested in Odoo reaches Bizneo HR when you press **Send to Bizneo**.
- Every call, task or import is recorded in the **Sync Log**, and every error alerts the administrator with an activity.

What it does not do

- It does not change employees, absence types or hours in Bizneo HR: it only reads them. It only creates in Bizneo HR the absences you send with **Send to Bizneo**.
- It does not update the name or email of an employee who is already linked: those details are changed in Odoo.
- It does not send attendance recorded in Odoo to Bizneo HR.
- It does not bring in payroll, signature documents or candidates from Bizneo HR: those lists are maintained by hand in Odoo.
- It does not work in real time: it works in batches, and only with **Scheduled Sync** turned on.
- It only reaches Bizneo HR tenants under bizneohr.com, and it has not yet been tested against a real tenant.
- It does not include the Bizneo HR contract.

2 The connector in numbers

4
Odoo versions: 17, 18, 19 and 20

4
scheduled tasks, from every 2 hours to once a day

3
connections on the Standard plan

10
connections on the Pro plan

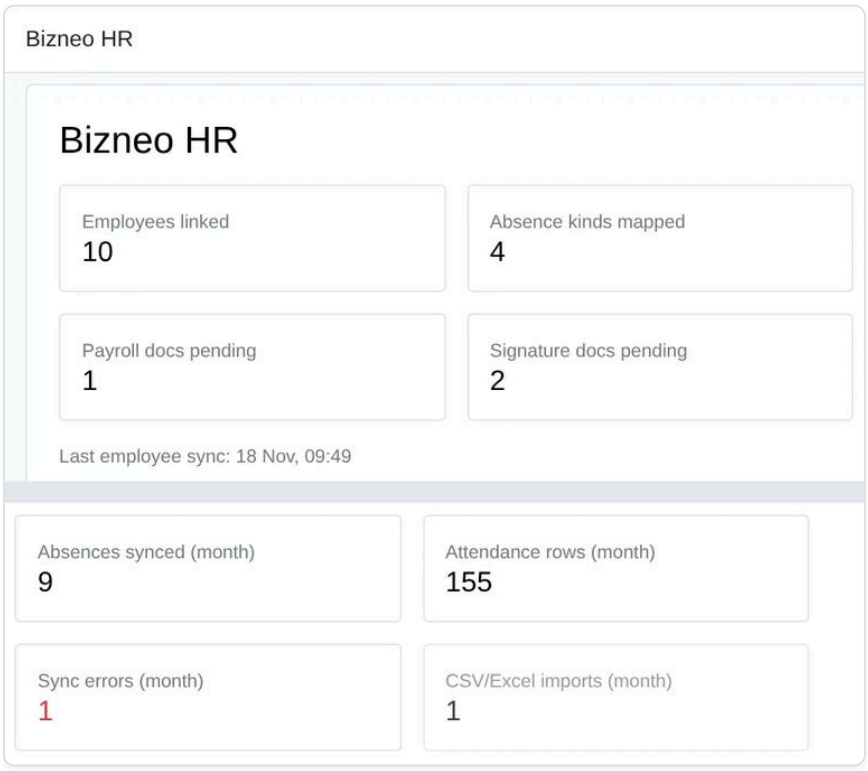
14
free trial days

310
automated tests on Odoo version 20

Works on Odoo Community and Odoo Enterprise, because it only depends on Employees, Absences, Attendances and Recruitment.

> How it has been tested. FlexigoTech does not have a Bizneo HR tenant to test against. The calls follow Bizneo's public HCM v1 API reference, and the 310 automated tests on Odoo version 20 use simulated responses with the shapes that reference gives. It has not yet been tested against a real tenant. If your tenant responds on a different path, it is corrected in **Endpoint Paths** without touching any code.

3 Where you see it in your Odoo



- **Real Odoo 20 screenshot.** The **Bizneo HR** dashboard with **Employees linked**, **Sync errors (month)** and the other counters.

Bizneo HR › Dashboard	The counters for the active company: linked employees, mapped absence types, absences and attendance for the month, pending documents, errors and imports. Each counter opens its list.
Bizneo HR › HR Data	Three lists: **Absence Kinds**, **Payroll Documents** and **Signature Documents**.
Bizneo HR › Tools	**Import from Bizneo (CSV/Excel)**, the wizard that loads a file exported from Bizneo HR.
Bizneo HR › Configuration	**Endpoint Paths** and **Sync Log**. Only the **Manager** permission of the connector sees this menu.

Outside its app, the connector adds the **Bizneo HR** tab to the employee form, with the **Sync Now from Bizneo** button, and a **Bizneo HR** group to absences, attendances and Recruitment candidates. On the absence, that group carries the **Send to Bizneo** button. The connection is set up in **Settings**, in the **Bizneo HR** section.

The app is visible to users with the **User** or **Manager** permission of the **Bizneo HR Connector**. The main Odoo administrator receives **Manager** when installing the connector; you assign it to others on their user form.

4 What you need before you start

- A Bizneo HR subscription with API access and one of the API tokens created in your Bizneo HR account. The Bizneo HR contract is not included.
- Your tenant subdomain, for example acme if you log in at acme.bizneohr.com. The connector only reaches tenants under bizneohr.com: one with a different domain cannot be connected yet.
- Odoo 17, 18, 19 or 20, Community or Enterprise, on Odoo.sh or on your own server. Odoo Online does not work, because it does not allow installing third-party modules.
- The Odoo Employees, Absences, Attendances and Recruitment apps. If any is missing, it is installed with the connector.
- An Odoo administrator. Only an administrator accepts FlexigoTech Cloud, saves the Bizneo API key and deletes it.
- The 14-day trial or the FlexigoTech Cloud subscription. Without them the connector does not talk to Bizneo HR.

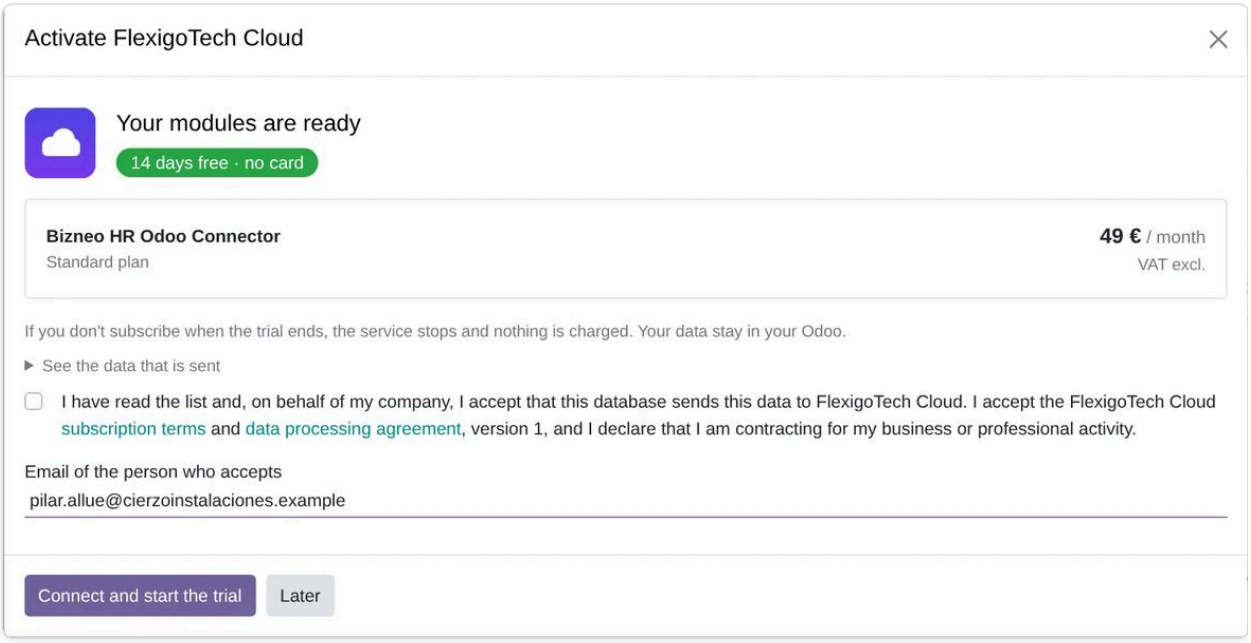
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It is installed like any third-party Odoo module, on Odoo.sh or on your server. With it, Odoo installs `flexigotech_cloud`, the connection to FlexigoTech Cloud, and the apps it depends on: Employees, Absences, Attendances and Recruitment.

5 The FlexigoTech Cloud trial

1 **Press Activate in the top bar**

It appears as soon as you install the module. It opens the **Activate FlexigoTech Cloud** window, with the Standard plan and its 14 free days, no card required.



- **Real Odoo 20 screenshot.** The activation window: read the list of data, tick the box and enter your email.

2 **Accept and enter your email**

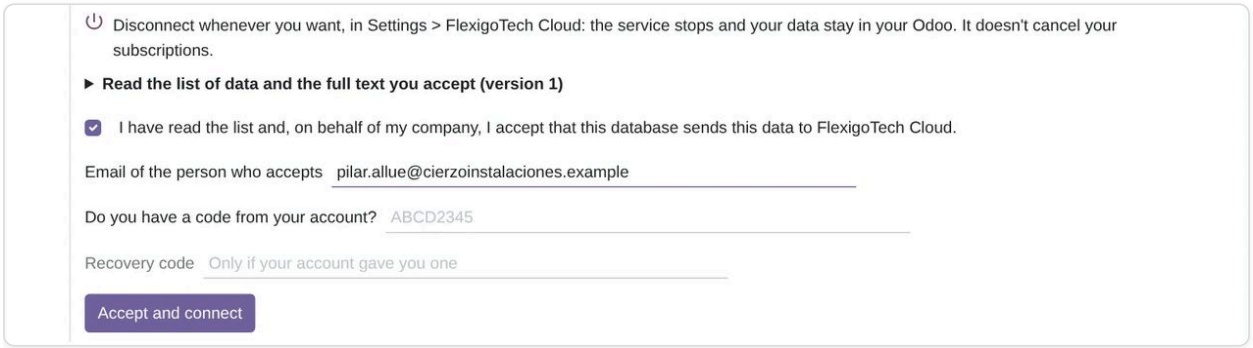
Tick «I have read the list and, on behalf of my company…» (it covers the subscription terms and the data processing agreement) and enter the **Email of the person who accepts**.

3 **Press Connect and start the trial**

Odoo registers the database with FlexigoTech Cloud and starts the module trial. If you prefer to leave it for later, **Later** closes the window.

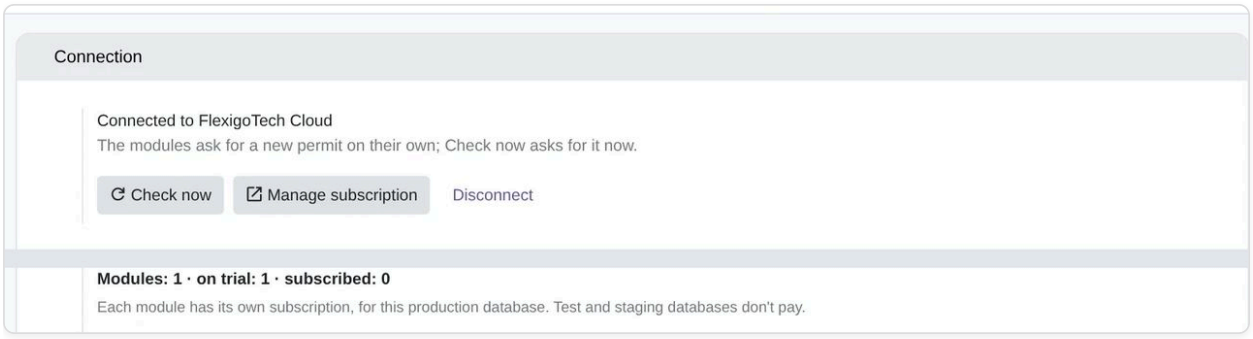
The same, from Settings

In **Settings › FlexigoTech Cloud** is the full list of what the database sends. Tick the box, enter the email and press **Accept and connect**. If you already have an account at app.flexigotech.com, the field **Do you have a code from your account?** links the database to it (the code is valid for 10 minutes).



- **Real Odoo 20 screenshot.** Settings › FlexigoTech Cloud, before connecting: the box ticked, the email and **Accept and connect**.

With the database connected, the **Modules** block shows each module with its status: **On trial** and the date it ends, **Subscribed**, and so on. From there you choose the plan (Standard or Pro, monthly or yearly) and press **Subscribe**: payment is made on the Stripe page, outside Odoo.



- **Real Odoo 20 screenshot.** Settings › FlexigoTech Cloud with the database connected and the connector on trial.

Prices exclude VAT. If you do not subscribe when the trial ends, the service stops and nothing is charged; your data stays in your Odoo. **Check now** requests the permission immediately (otherwise the module renews it automatically every 6 hours).

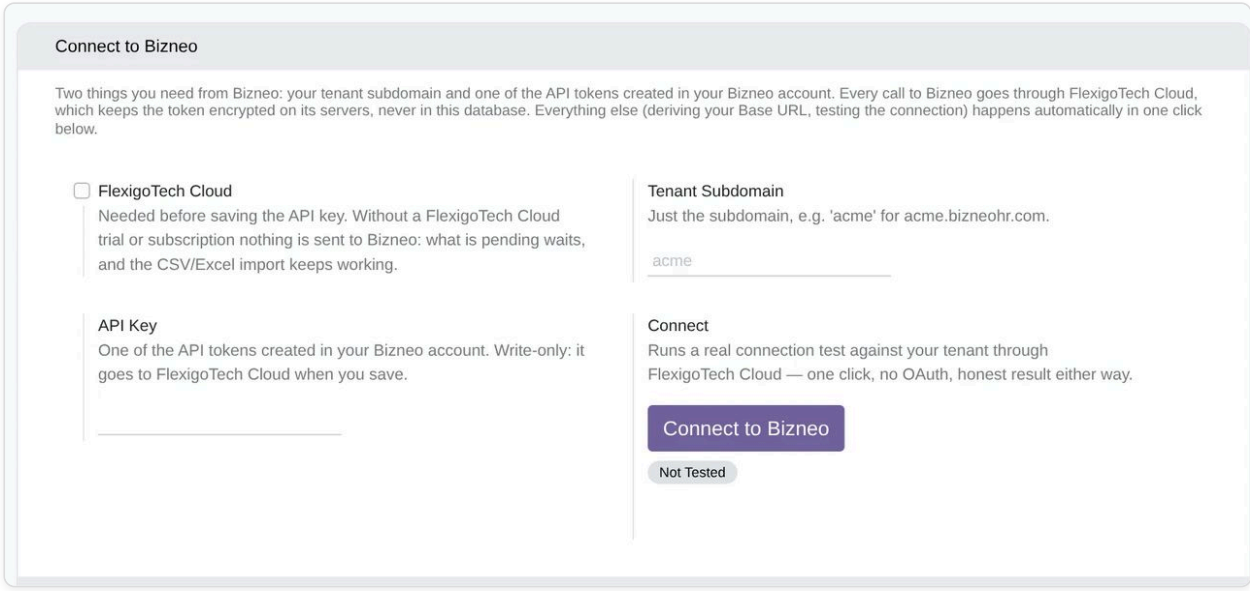
> You can't start a trial on a neutralised copy (staging) or on a database with demo data: Settings says so with «This database is a neutralised copy or has demo data, so trials can't be started here.».

CONNECTOR GUIDE · BIZNEO HR

6 Connecting Bizneo HR step by step

1 Open the Bizneo HR settings

Go to **Settings** and open the **Bizneo HR** section. You need an Odoo administrator with the **Manager** permission of the connector, which the main administrator already has from installation.



- **Real Odoo 20 screenshot.** The **Bizneo HR** section of **Settings** before connecting, with the status **Not Tested**.

2 Activate FlexigoTech Cloud

If you do not yet have the trial or the subscription, activate it first. Without it the key is not saved.

3 Tick the FlexigoTech Cloud box

The **FlexigoTech Cloud** box says you agree that FlexigoTech Cloud stores your Bizneo API key and that calls to Bizneo go through it. Without that consent, nothing is sent.

4 Enter the subdomain

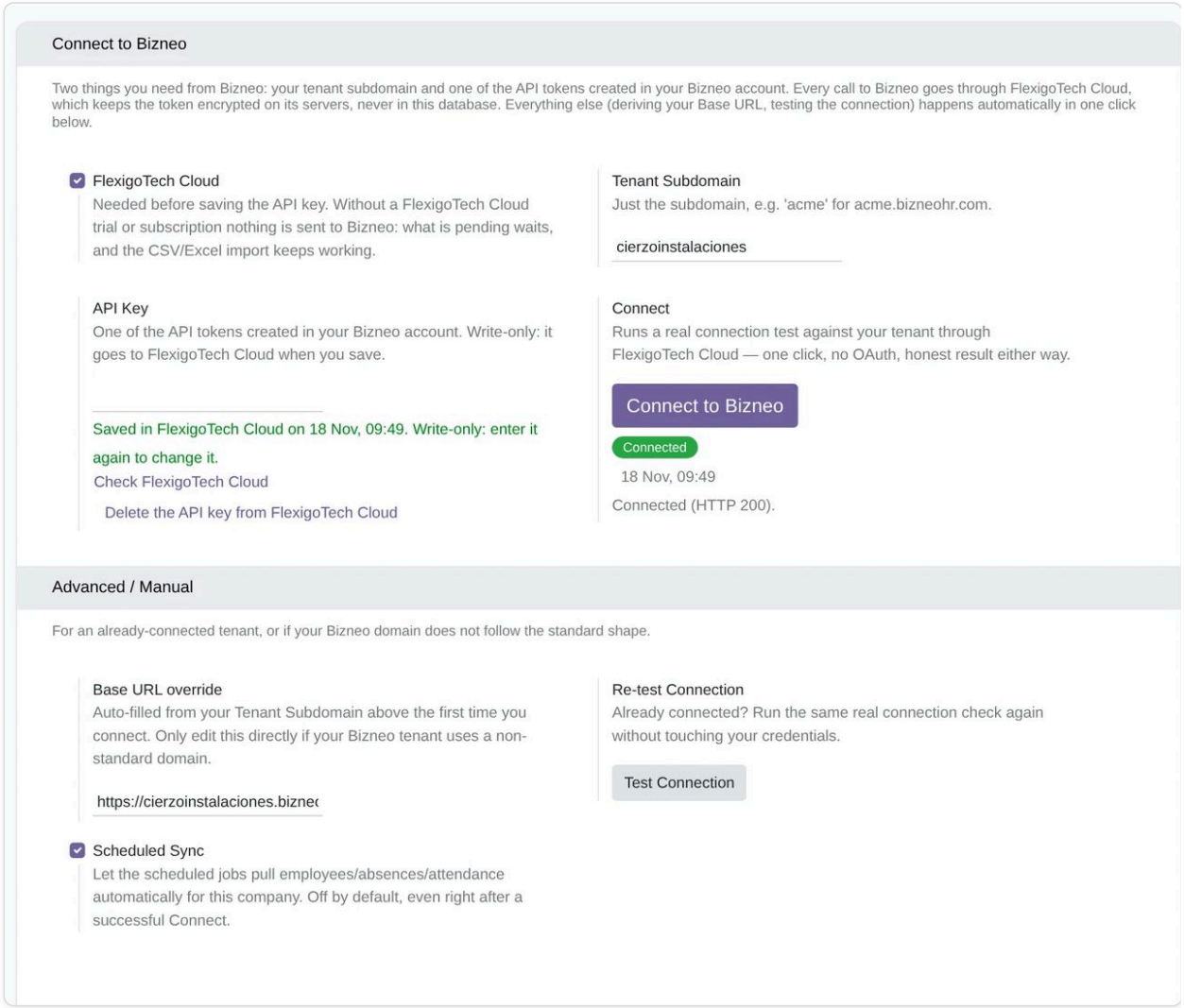
In **Tenant Subdomain**, only the subdomain: acme for acme.bizneohr.com. It goes before the key, because FlexigoTech Cloud stores the key alongside the server it calls.

5 Paste the key and save

In **API Key**, one of the API tokens from your Bizneo HR account. When saved, the token is sent to FlexigoTech Cloud and is not kept in your database. The date it was stored appears below.

6 Press Connect to Bizneo

The connector makes a real call to your tenant through FlexigoTech Cloud: it requests the list of absence types. If it responds, the status changes to **Connected** and you see the notice "Connected (HTTP ...)." If not, the reason appears and the status stays at **Connection Error**.



- **Real Odoo 20 screenshot.** The connection made: **Connected**, the test date and **Scheduled Sync** further down.

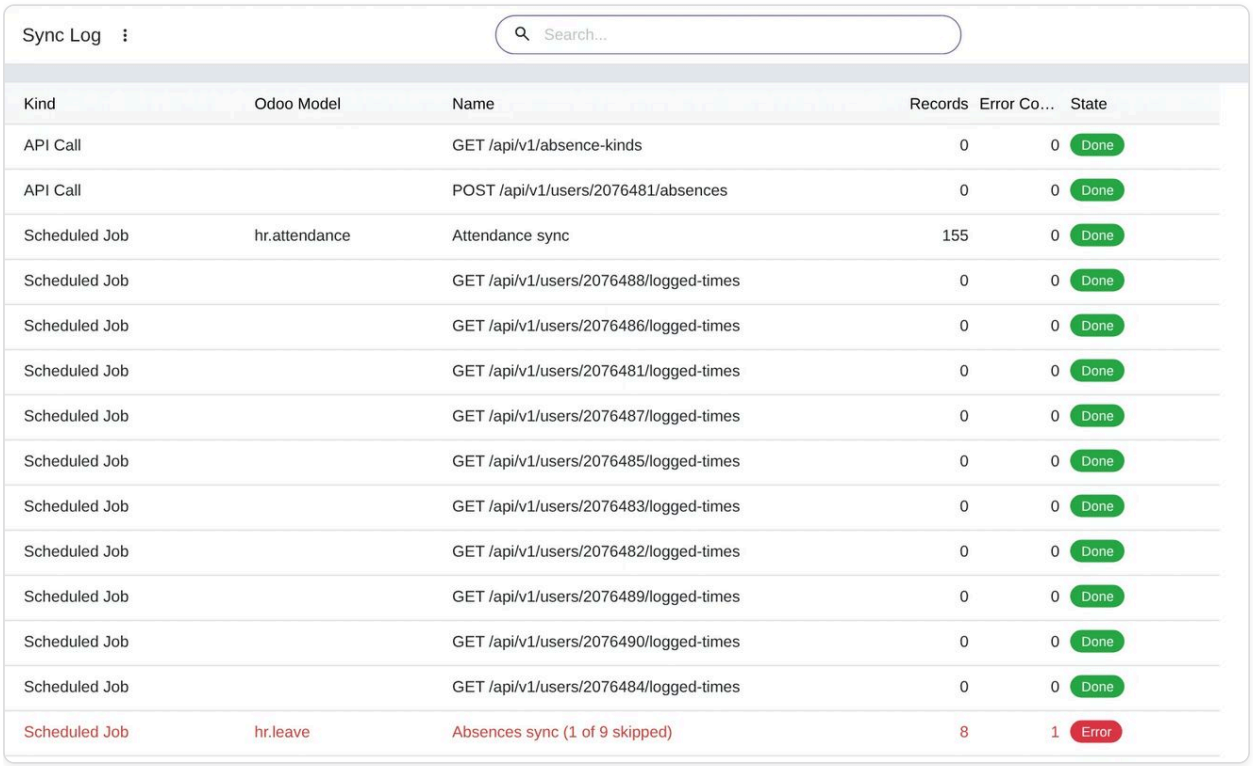
7 Turn on scheduled sync

Connecting does not turn anything on by itself. Until you tick **Scheduled Sync** and save, the scheduled tasks bring nothing from this company. First, link the employees you already have in Odoo (Employees

section).

> Only an administrator can accept FlexigoTech Cloud and save or delete the Bizneo API key. If the subdomain, the acceptance or the key is missing, **Connect to Bizneo** says what is missing and sends nothing to Bizneo.

With scheduled sync on, four tasks bring in the data: **Bizneo: sync employees** every 6 hours, **Bizneo: sync absence kinds** every day, **Bizneo: sync absences** every 4 hours and **Bizneo: sync time & attendance** every 2 hours. Every call and every task leaves its line in **Bizneo HR › Configuration › Sync Log**.

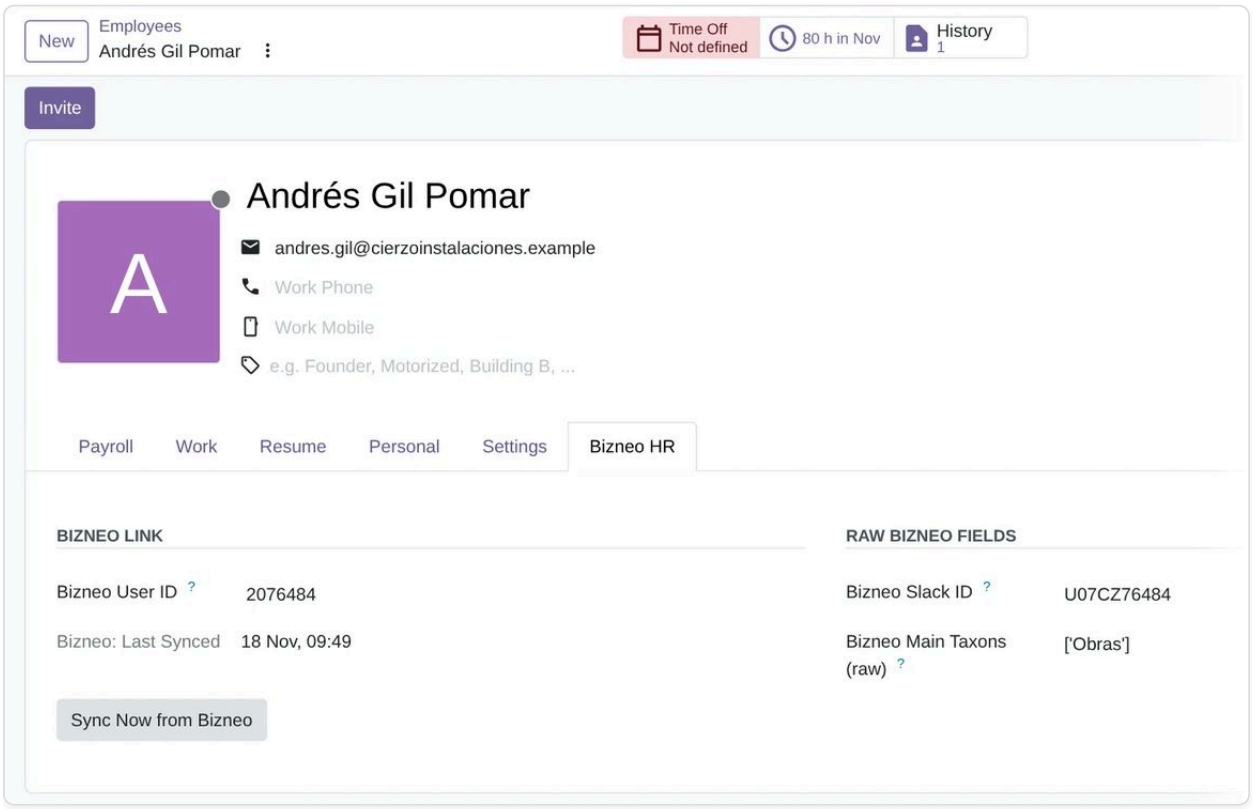


- **Real Odoo 20 screenshot.** The **Sync Log** with the calls and tasks already run.

The order to follow

- Connect the company and check that it shows **Connected**.
- Link the employees you already have in Odoo before the first sync: the chapter The employees you already have in Odoo explains how.
- Press **Sync Now from Bizneo** on an employee to bring in the rest.
- Tick **Scheduled Sync** and save. Absence types arrive on the next daily run, or immediately if you run their task by hand.
- Map each Bizneo type to an Odoo type. Absences arrive on the next run of their task.

7 Bizneo HR employees in Odoo



- **Real Odoo 20 screenshot.** An employee form with the **Bizneo HR** tab and the **Sync Now from Bizneo** button.

Where each piece of data comes from

The task **Bizneo: sync employees** asks Bizneo HR for the list of users every 6 hours, with scheduled sync turned on. The button **Sync Now from Bizneo**, on the **Bizneo HR** tab of any employee, does the same immediately for the whole active company, not just that employee, and when it finishes it reports how many it brought in: "... employee(s) synced."

Each Bizneo user is matched in Odoo by their Bizneo User ID. If no employee has that ID, the connector creates one with the name, surnames and work email from Bizneo. If one already exists, it only refreshes the Bizneo fields: that employee's name and email in Odoo do not change.

> An employee who is already in Odoo and does not yet have a Bizneo User ID is not recognised: the first sync creates another one with the same name. Link them beforehand with the employee CSV/Excel import, which matches by email, or type the ID in by hand on their **Bizneo HR** tab.

On the employee form

Bizneo User ID	The employee's ID in Bizneo HR. It is used to link the Odoo record.
Bizneo: Last Synced	When it last arrived from Bizneo. It is read-only.
Bizneo Slack ID	The Slack ID as returned by Bizneo HR.
Bizneo Main Taxons (raw)	The departments and tags value sent by Bizneo HR, stored as it is, without passing it to any Odoo field.

Sync Now from Bizneo	Starts the employee synchronisation for the active company. Users with the connector's **User** permission can see it.

Only Employees managers can see the four fields. In the employee list you have the **Linked to Bizneo** and **Not Linked to Bizneo** filters.

> Without the FlexigoTech Cloud trial or subscription, no call to Bizneo HR is sent, and the sync button warns that the service is missing.

How the synchronisation works

The synchronisation asks Bizneo HR for the user list page by page. Each page is saved separately: if one fails, only that page is rolled back, the employees from the previous pages stay, and the failure is recorded in the **Sync Log**. If Bizneo sends the same user twice, it counts as one.

For each user, the connector stores the ID, first and last name, work email, Slack ID and main taxons. The result you see when pressing the button comes from the record the synchronisation has just written: if something failed, the notice is an error, with the reason.

The start date of the employees it creates

If Bizneo HR sends the employee's contract, the Odoo record starts on the start date of their first contract, never after today. If it doesn't send one and a attendance or absence from an earlier day arrives later, the record starts on that day. That way Odoo doesn't count the days before their start as overtime. Employees created by hand, or with more than one version, are left alone.

An example

On the dashboard, **Employees linked** shows 10, the same ones that appear in Employees with the **Linked to Bizneo** filter. You open Andrés Gil Pomar's record and, in the **Bizneo HR** tab, you see his **Bizneo User ID** and the date of **Bizneo: Last Synced**. If someone has just joined Bizneo HR and isn't there yet, you press **Sync Now from Bizneo** and the notice says how many employees it brought in.

CONNECTOR GUIDE · BIZNEO HR

8 The employees you already have in Odoo

If you already have your staff in Odoo, this step goes before the first synchronisation. The synchronisation recognises each person only by their Bizneo User ID: an Odoo employee without that ID isn't recognised, and the synchronisation creates another one with the same name. There are two ways to link them beforehand.

With a file, by email

1. **Export the staff list from Bizneo HR**
   With each person's work email and, if you can, their Bizneo ID.
2. **Prepare the columns**
   email or correo, first_name or nombre, last_name or apellidos and, if you have it, external_id or bizneo_id.
3. **Import as Employees**

In **Bizneo HR › Tools › Import from Bizneo (CSV/Excel)**, with **Import Type** set to **Employees**. Each row looks up the employee by Bizneo ID and, failing that, by work email. If it finds one, it sets the name, email and ID from the file; if not, it creates the employee.

4 **Synchronise**

Press **Sync Now from Bizneo** on any employee. Those who already have an ID are recognised, and only the missing ones are created.

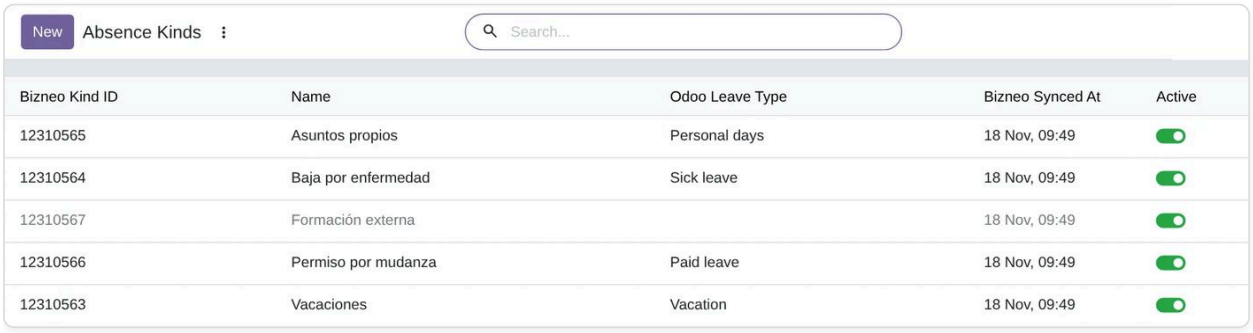
By hand, employee by employee

On the employee record, **Bizneo HR** tab, enter their **Bizneo User ID**. Odoo won't let you give the same ID to two employees in the same company.

> For the email to match, the employee's work email in Odoo must be the same as in the file. Check first the employees without a work email: in the **Not Linked to Bizneo** filter of the employee list you'll see those still unlinked.

CONNECTOR GUIDE · BIZNEO HR

9 Absences and absence kinds between Bizneo and Odoo



Bizneo Kind ID	Name	Odoo Leave Type	Bizneo Synced At	Active
12310565	Asuntos propios	Personal days	18 Nov, 09:49	
12310564	Baja por enfermedad	Sick leave	18 Nov, 09:49	
12310567	Formación externa		18 Nov, 09:49	
12310566	Permiso por mudanza	Paid leave	18 Nov, 09:49	
12310563	Vacaciones	Vacation	18 Nov, 09:49	

- **Real Odoo 20 screenshot.** The Bizneo **Absence Kinds**, each with its **Odoo Leave Type**.

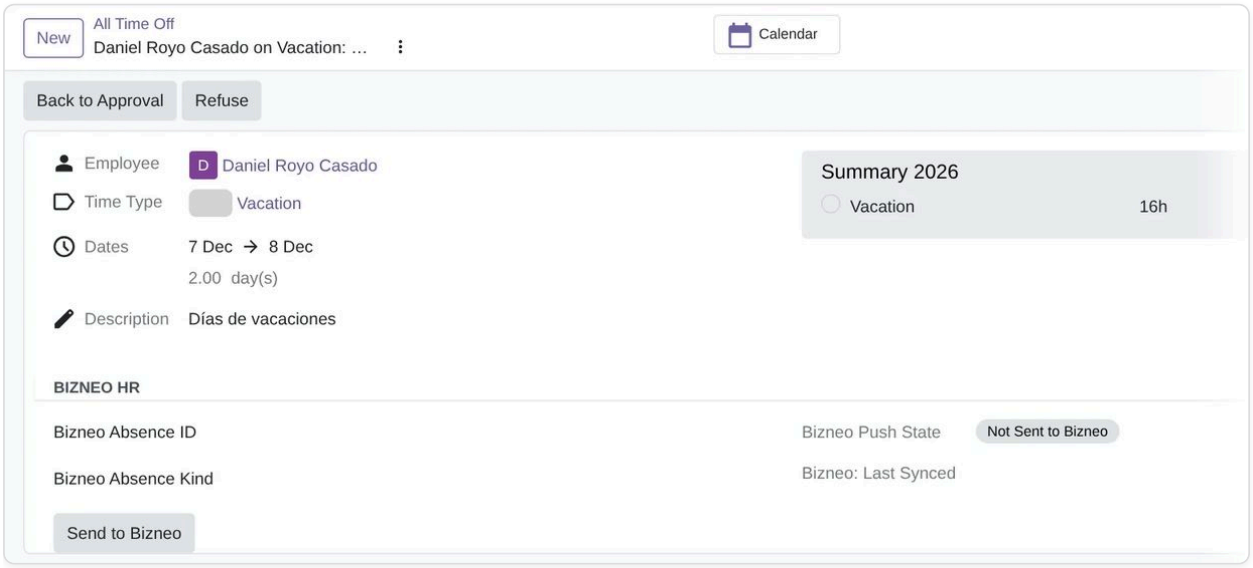
The kinds are in **Bizneo HR › HR Data › Absence Kinds**. They arrive with the task **Bizneo: sync absence kinds**, once a day. There is no button to bring them in earlier: to avoid waiting until the next day, activate developer mode, open the task in **Settings › Technical › Automation › Scheduled Actions** and press **Run Manually**.

Bizneo Kind ID	The ID of the kind in Bizneo HR.
Name	The name of the kind in Bizneo HR.
Odoo Leave Type	The Odoo type its absences go into. You choose it. While it's empty, absences of that kind aren't brought in.
Active	The checkbox that keeps the kind in use.
Bizneo Synced At	When the kind last arrived. It is read-only.

The absences that arrive from Bizneo

The **Bizneo: sync absences** job asks Bizneo HR every 4 hours for absences from 7 days back to 60 days ahead. Each one comes in with its employee, the related Odoo type and the dates from Bizneo. If they change in Bizneo, the next run corrects them in Odoo, even if the request is already approved. Whether it arrives approved or awaiting approval depends on how you have configured that type in Odoo. Absences for an unlinked employee and for a type with no **Odoo Leave Type** are skipped: the log records how many, under a name like «Absences sync (... of ... skipped)».

Sending to Bizneo an absence requested in Odoo



- **Real Odoo 20 screenshot.** An Odoo request with **Not Sent to Bizneo** and the **Send to Bizneo** button.

1. **Link the type**
   The type of the request must be in **Absence Kinds** as the **Odoo Leave Type** of some Bizneo kind.

2. **Check the employee**
   They must have a **Bizneo User ID**.

3. **Press Send to Bizneo**
   In the **Bizneo HR** group of the request. The type, start date, end date and description are sent. If Bizneo accepts it, the state changes to **Sent to Bizneo** and the button disappears. If not, the reason is shown and the request stays as it was.

Bizneo Absence ID	The ID of the absence in Bizneo HR: either the one that arrived or the one you sent.
Bizneo Absence Kind	The Bizneo kind of that absence.
Bizneo Push State	**Not Sent to Bizneo** or **Sent to Bizneo**. It is read-only.
Bizneo: Last Synced	When it last arrived or was sent.

> The **Send to Bizneo** button also appears on absences that arrived from Bizneo HR, because their push state is **Not Sent to Bizneo**. Don't press it on them: it would create a second, identical absence in Bizneo HR. Those that arrived from Bizneo can be seen with the **Synced from Bizneo** filter.

Odoo needs a leave type to record each request. That's why the Bizneo kinds work as a lookup table: each row is a Bizneo HR kind and the Odoo type its absences go into. Each company has its own catalogue and its own mappings.

What happens to an absence that doesn't fit

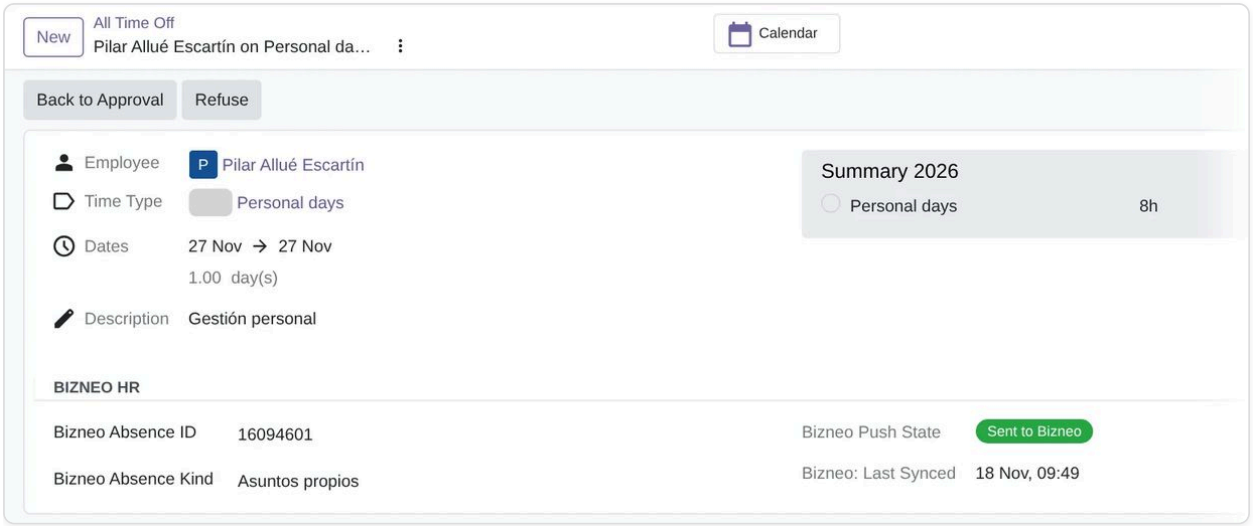
An absence for an unlinked employee, or for a type with no **Odoo Leave Type**, is not imported. The log records a line with the status **Error**, the name «Absences sync (... of ... skipped)» and how many rows were left out. Once you relate the type or link the employee, the next run brings it in, as long as it is still inside the window of 7 days back and 60 ahead. If it has already fallen outside it, load it with the absences CSV/Excel import.

Rules when sending

- The connector's **User** permission is required.
- The employee must be linked. Otherwise you will see «Employee "..." is not linked to a Bizneo user yet (no Bizneo User ID)».
- The request's type must be related to a Bizneo kind. If not, the warning says so and nothing is sent.
- Only the dates, without times, the type and the request's description are sent.
- If you send several at once from the list, each goes separately: one failure doesn't roll back those that went through, and the failures are shown together at the end.

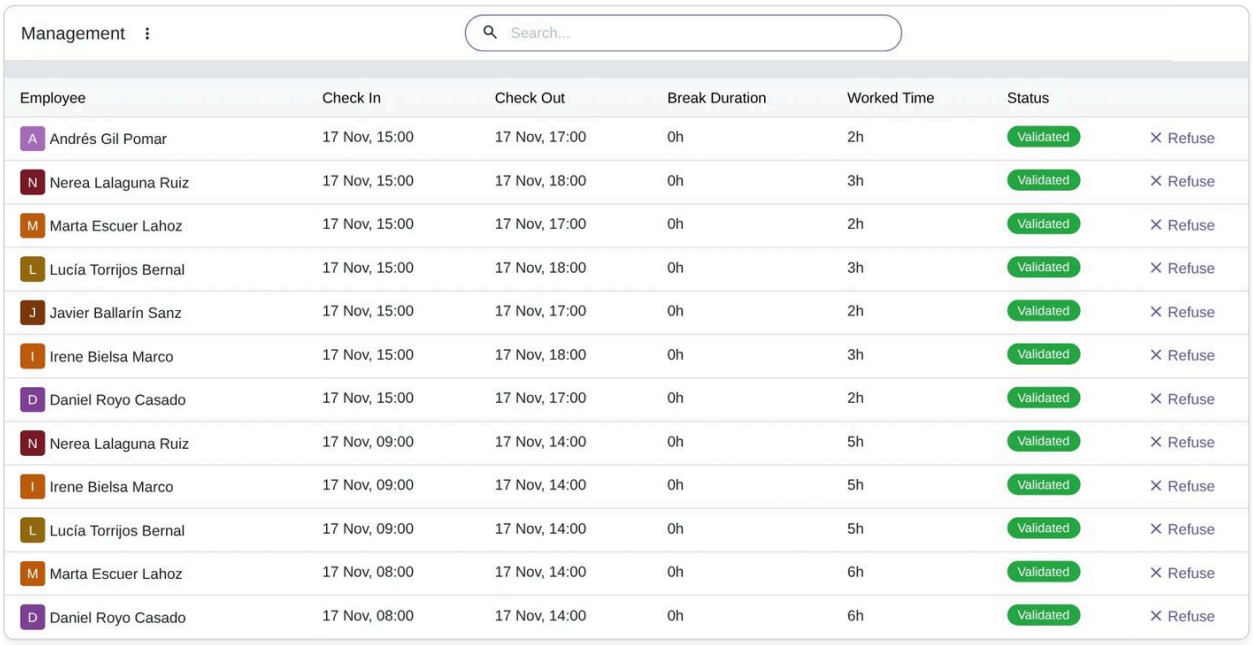
An example

In **Absence Kinds**, four of the five Bizneo types have an Odoo type; Formación externa does not, and an absence of that type is left out, with its own line in the log. Daniel Royo Casado requests two days of vacaciones in Odoo. The request comes out as **Not Sent to Bizneo**; when you click **Send to Bizneo** it changes to **Sent to Bizneo** and the log records the call. The HR manager has already sent her personal day and her request no longer has the button.



- **Real Odoo 20 screenshot.** An absence already sent: **Bizneo Push State** set to **Sent to Bizneo** and no send button.

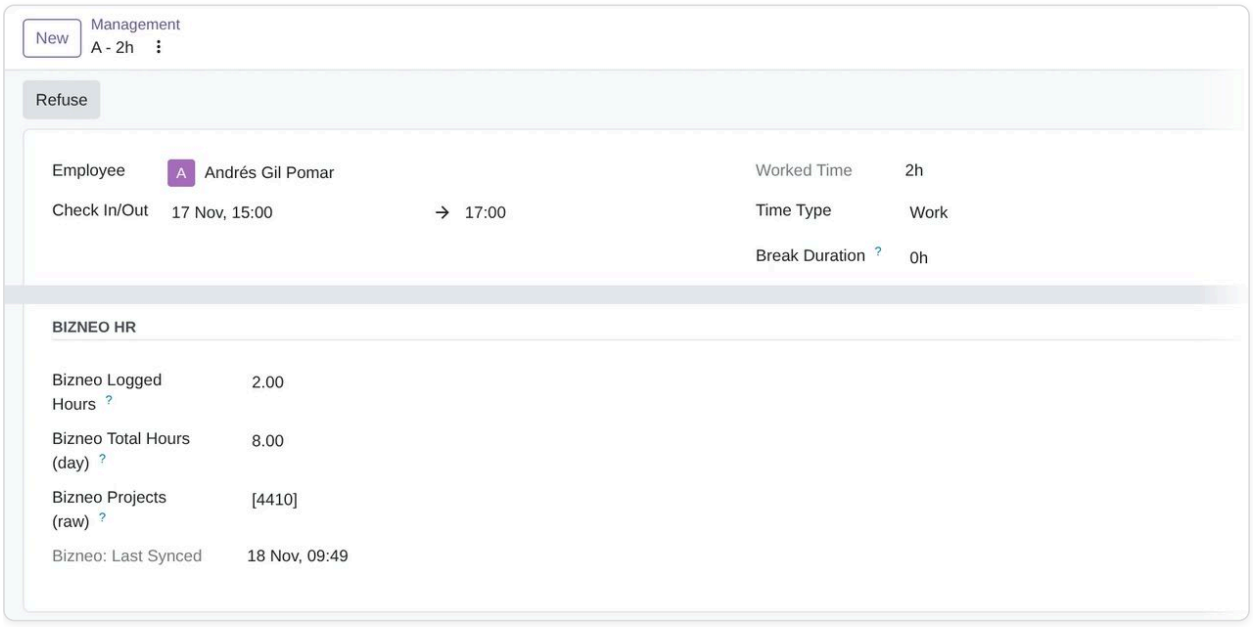
10 Logged hours and attendance



- **Real Odoo 20 screenshot.** The attendance list with employee, check-in, check-out, worked time and state.

Where the data comes from

The task **Bizneo: sync time & attendance** runs every 2 hours, with the scheduled synchronisation switched on. It asks Bizneo HR, employee by employee, for the logged hours from 3 days ago up to today. Each worked stretch of a day becomes an Odoo attendance; breaks don't. Bizneo hours are the employee's local time (the time zone on their record), and Odoo stores them in UTC. There is no button to bring them in by hand.



- **Real Odoo 20 screenshot.** An attendance from 15:00 to 17:00 with the **Bizneo HR** group at the end.

What the connector adds to each attendance

Bizneo Logged Hours	The hours of that stretch.
Bizneo Total Hours (day)	The day's total in Bizneo HR. It can be larger than this stretch if the day has several.

Bizneo Projects (raw)	The projects sent by Bizneo HR, stored as they are.
Bizneo: Last Synced	When it last arrived. It is read-only.

In the attendance list, the **Synced from Bizneo** filter shows only those that arrived from Bizneo HR.

If the connector brings in a day again

It doesn't duplicate: it looks for an attendance of the same employee with the same check-in time. If Odoo has split it into pieces by its hour rules, it compares against the original attendance. If it finds one without a check-out, it sets the Bizneo one; a check-out it already had is not changed. If you change the check-in time of an already imported stretch in Bizneo, it arrives as a new attendance and the old one stays: delete it by hand.

> Attendance only travels from Bizneo HR to Odoo. The connector doesn't send to Bizneo HR the attendances you record in Odoo.

What is brought in and what isn't

Bizneo HR returns each logged day with its stretches and a total. Each worked stretch becomes an attendance; a break stretch doesn't. If a stretch carries an hour that can't be read, that stretch is skipped and the log counts it.

When it arrives

The task runs every 2 hours and goes through the linked employees of each company with the scheduled synchronisation switched on. On each run it asks from 3 days ago up to today, so a stretch logged late in Bizneo HR, within those days, also arrives. Anything older is not requested again: for older hours, use the CSV/Excel import.

Attendance states

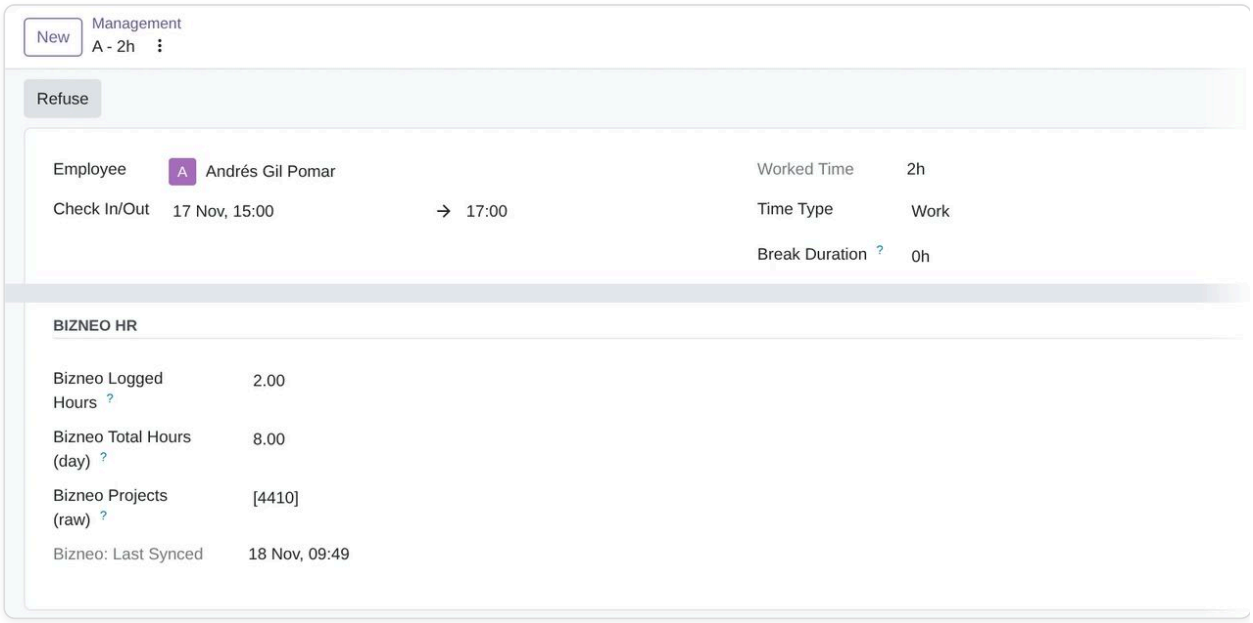
Attendances arrive like any Odoo attendance, and the state you see in the list is Odoo's: the connector doesn't change it.

An end-to-end example

1. **Bizneo HR records the day**
   An employee with a split shift clocks in from 8:00 to 14:00, takes a break from 14:00 to 15:00 and returns from 15:00 to 17:00. The day's total is 8 hours.

2. **The task runs**
   Bizneo: sync time & attendance creates two attendances: from 8:00 to 14:00 and from 15:00 to 17:00. The break isn't included.

3. **You check it**
   On the afternoon attendance, the **Bizneo HR** group shows 2 hours in **Bizneo Logged Hours** and 8 in **Bizneo Total Hours (day)**.

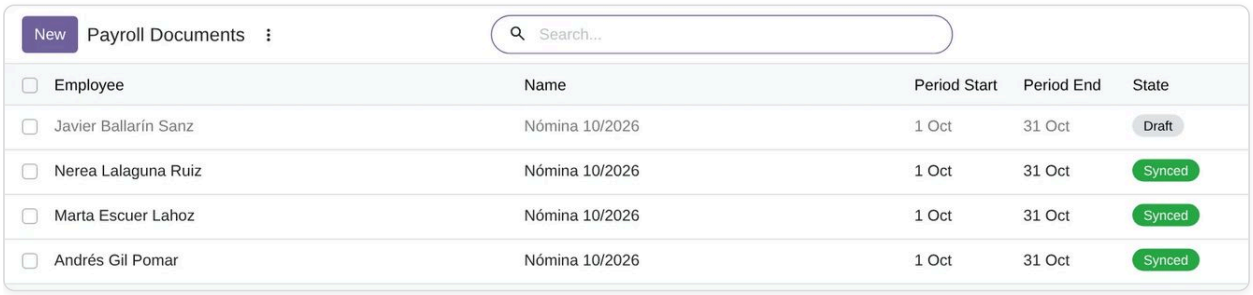


- **Real Odoo 20 screenshot.** The attendance from 15:00 to 17:00, with the **Bizneo HR** group.

4 The next run

Two hours later the task brings in that day again. There are already attendances for that employee with those check-in times, so it creates no others.

11 Payroll, signatures and recruitment candidates



- **Real Odoo 20 screenshot.** The **Payroll Documents** list, with **Employee**, **Name**, **Period Start**, **Period End** and **State**.

No task or button brings payroll, signature documents or candidates from Bizneo HR, and the CSV/Excel import doesn't load them either. You create them with **New** in **Bizneo HR › HR Data › Payroll Documents** and in **Bizneo HR › HR Data › Signature Documents**, with the file in **Document**.

Mark Synced	In the payslip. It moves the state from **Draft** to **Synced** and records the date. It sends nothing to Bizneo HR: it is a mark for your own tracking.
Mark Signed	On the signature document. It moves it to **Signed** with the signed date.
Mark Declined	On the signature document. It moves it to **Declined**. Both buttons are hidden when the document is already signed or declined.

States

- Payslip: starts in **Draft** and moves to **Synced** with its button. The **Error** state exists in the list, but no button or connector job sets it.
- Signature: starts in **Sent** and moves to **Signed** or **Declined** with its buttons. The connector does not set **Expired** either.



- **Real Odoo 20 screenshot.** The **Signature Documents** list, with **Employee**, **Name**, **Sent Date**, **Signed Date** and **State**.

A user with the **User** permission only sees their own payslips, those of the employee linked to their user; the **Manager** sees those of the whole company.

Recruitment candidates

On the candidate form, the **Bizneo HR** group has **Bizneo Candidate ID** and **Bizneo: Last Synced**, and the candidate list has the filter **Linked to Bizneo**. These fields are filled in by hand: the connector does not bring candidates from Bizneo HR.

What they are for

These are two lists within the connector itself, to keep in Odoo, alongside the employee, their payslips and the documents they have signed or have pending signature in Bizneo HR. They do not need the Odoo Enterprise Payroll or Sign apps. Bizneo HR does not publish an API route for these documents, which is why the connector does not bring them: you add them yourself.

The fields of a payslip

Name, **Employee**, **Period Start** and **Period End** are mandatory. The company is taken automatically from the employee's. **Document** stores the file, and **Bizneo Reference** is for noting the reference it has in Bizneo HR.

The fields of a signature document

Name and **Employee**, mandatory; **Bizneo/Signaturit Reference**, **Sent Date** (by default, the moment you create it), **Signed Date**, which **Mark Signed** sets, and **Document**.

An example

1. **Creating**

   In **Bizneo HR › HR Data › Payroll Documents** you click **New**, choose the employee and the period, and attach the PDF in **Document**. It is left in **Draft** and counts in **Payroll docs pending** on the dashboard.

2. **Closing**

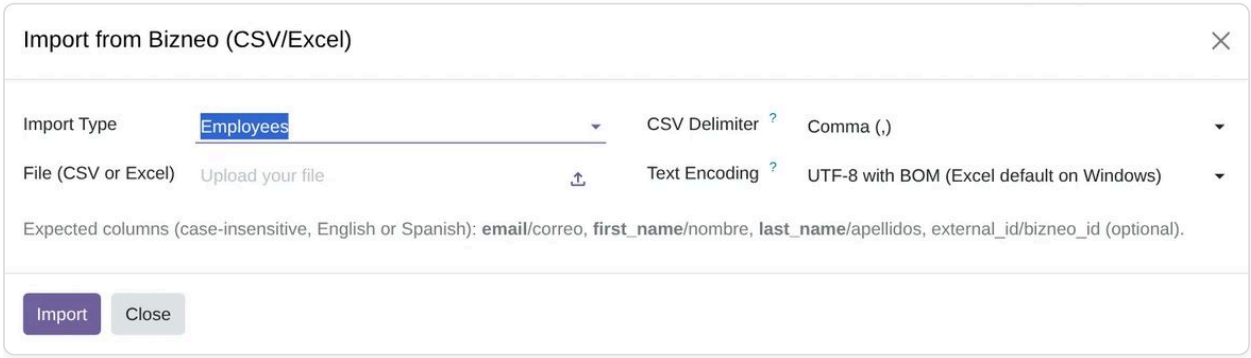
When the payslip has been delivered, you click **Mark Synced**. It moves to **Synced** and stops counting as pending.

3 **Signature**

In **Signature Documents**, an attachment sent for signature stays in **Sent** until you click **Mark Signed** or **Mark Declined**.

CONNECTOR GUIDE · BIZNEO HR

12 Importing from a CSV or Excel file



- **Real Odoo 20 screenshot.** The **Import from Bizneo (CSV/Excel)** wizard with **Import Type**, **File (CSV or Excel)** and the expected columns.

You open it at **Bizneo HR › Tools › Import from Bizneo (CSV/Excel)**. It has no scheduled job: you run it yourself, and the data comes from the file you upload, not from a call to Bizneo HR.

1 **Choose the type**

In **Import Type**: **Employees**, **Absences** or **Time Records**. Below, the wizard shows the columns it expects for that type.

2 **Upload the file**

In **File (CSV or Excel)**: a CSV or an Excel .xlsx of up to 20 MB and 50,000 rows.

3 **Adjust the CSV if needed**

CSV Delimiter (comma by default) and **Text Encoding** (UTF-8 with BOM by default). For an Excel file these are not used.

4 **Click Import**

When it finishes you see "... row(s) imported, ... row(s) failed (see the list below for details)." and, below, each row that failed with its reason.

TYPE	COLUMNS	HOW EACH ROW IS MATCHED
Employees	email or correo, first_name or nombre, last_name or apellidos; external_id or bizneo_id and hire_date or fecha_alta, optional	By the Bizneo ID and, failing that, by the work email. If it finds the employee, it updates their name and email and sets the ID; otherwise it creates the employee.
Absences	employee_email or email, kind_name or tipo, start_date or fecha_inicio, end_date or fecha_fin; comment or motivo and external_id, optional	The employee, by email. The kind, by the name of the Bizneo type, which must have an **Odoo Leave Type**.

TYPE	COLUMNS	HOW EACH ROW IS MATCHED
Time Records	employee_email or email, check_in or entrada; check_out or salida, logged_hours or horas and total_hours or horas_totales, optional	The employee, by email. It does not duplicate an entry for the same employee at the same time.

> In time records, a time without a time zone is taken as UTC, not as local time: write the zone in the file (for example, +01:00) or convert the times to UTC. An old-format Excel .xls file does not work: save it as .xlsx or as CSV.

Each row is handled separately: one bad row does not stop the others. To import you need permission to create what you are importing, for example being an Employees officer for employees. Each import leaves its line in the **Sync Log**.

What the wizard includes

Import Type	**Employees**, **Absences** or **Time Records**. It defaults to **Employees**.
File (CSV or Excel)	The file exported from Bizneo HR. Mandatory.
CSV Delimiter	Comma, semicolon or tab. Defaults to comma.
Text Encoding	UTF-8, UTF-8 with BOM or Latin-1. Defaults to UTF-8 with BOM, which works for the first two.
Row Errors	At the end, each row that failed with its number and its reason.

With several companies, the wizard also asks for the company, and only lets you choose one you belong to.

When it will not import

- A file over 20 MB or over 50,000 rows: it has to be split.
- A file named .xlsx or .xls that is not a modern Excel file inside, or the other way round: save it again as .xlsx or as CSV.
- A CSV that cannot be read with the chosen encoding: try another.
- A file without a header row: "The file has no header row."

Row-by-row errors

- «Row is missing a required value.»: the email, the type or a date is missing.
- «No employee found with email "...". "..."»: the email in the row is not the work email of any employee in that company.
- «No Bizneo Absence Kind named "..." mapped to an Odoo leave type for this company»: the type name is not in **Absence Kinds** or has no Odoo type.
- "Expected columns: employee_email/email, kind_name/tipo, start_date/fecha_inicio, end_date/fecha_fin.": the absences file does not have those columns.
- "Expected columns: employee_email/email, check_in/start_at/entrada.": the time file does not have those columns.

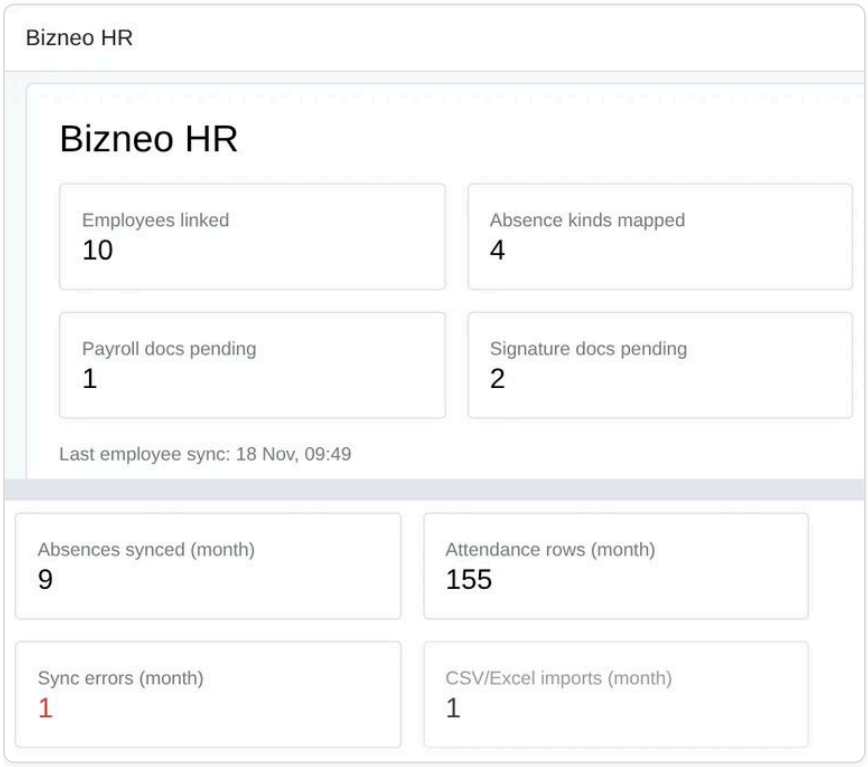
Column names are recognised regardless of case, in English or Spanish. They do not come from a verified Bizneo HR export: if your export uses other headers, rename them in the file before importing it.

An end-to-end example

You import absences. In **Absence Kinds**, Vacaciones has an Odoo type and Formación externa does not. You choose **Absences**, upload the file and click **Import**. The Vacaciones row for Daniel Royo Casado goes in. The Formación externa row appears in **Row Errors** with the warning that there is no mapped type with that name. You assign the Odoo type and import again a file with only that row.

CONNECTOR GUIDE · BIZNEO HR

13 The dashboard and the sync log



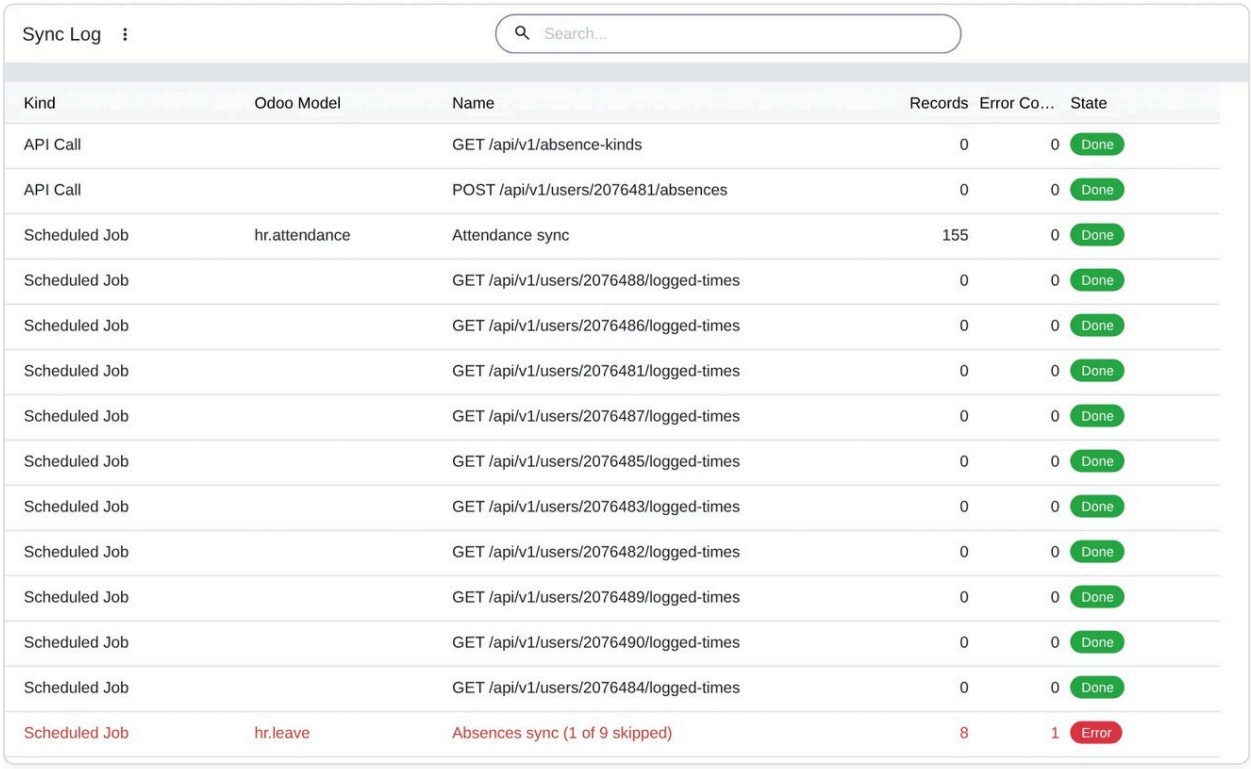
- **Real Odoo 20 screenshot.** The dashboard with **Employees linked**, **Attendance rows (month)** and **Sync errors (month)**.

You open it at **Bizneo HR › Dashboard**. While steps are missing, it shows the welcome with what remains to be done: **Connect to Bizneo**, **Map absence kinds to Odoo leave types** and the step of syncing employees or importing them with the CSV/Excel wizard. If the subdomain or the key is missing, **Connect to Bizneo** takes you to **Settings**. With everything done, it shows the counters.

Employees linked	Employees of the company with a **Bizneo User ID**.
Absence kinds mapped	Bizneo types with an **Odoo Leave Type**.
Absences synced (month)	Absences with a Bizneo ID that have arrived or been sent this month.
Attendance rows (month)	Attendance entries that have arrived from Bizneo this month.
Payroll docs pending	Payslips in **Draft**.
Signature docs pending	Signature documents in **Sent**.

Sync errors (month)	Log lines with an error this month.
CSV/Excel imports (month)	Imports this month.

Each counter, except the imports one, opens its list. Below it, **Last employee sync:** shows the date.



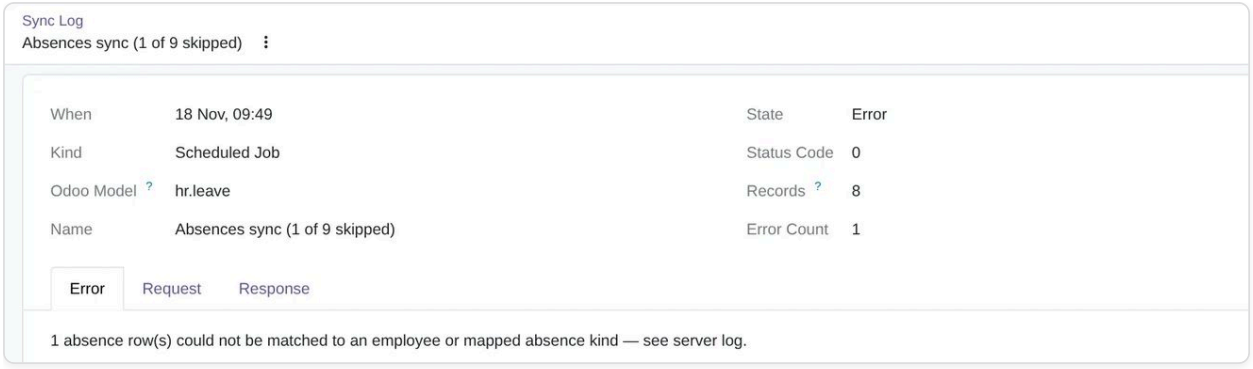
- **Real Odoo 20 screenshot.** The **Sync Log** with one line per call, job or import.

The log is at **Bizneo HR › Configuration › Sync Log** and only the **Manager** sees it. It opens with the **Errors** filter applied. Each line shows **When**, **Kind** (**API Call**, **Scheduled Job** or **CSV/Excel Import**), **Odoo Model**, **Name**, **Records**, **Error Count** and **State**: **Done** or **Error**. Inside, the **Error**, **Request** and **Response** tabs show the reason and what was sent and received, always without the token.

> Each error from a call or a job also creates a pending activity for the main Odoo administrator, with the reason. Errors from a CSV/Excel import do not create one. The log cleans itself up: it deletes correct lines older than 90 days and keeps the error ones.

The welcome steps

The dashboard works out on its own which step the company is at: connecting is missing, testing the connection is missing, mapping at least one absence type is missing, linking at least one employee is missing, or everything is ready. Until the last, it shows the welcome with the button for the step that is due; after that, the counters.



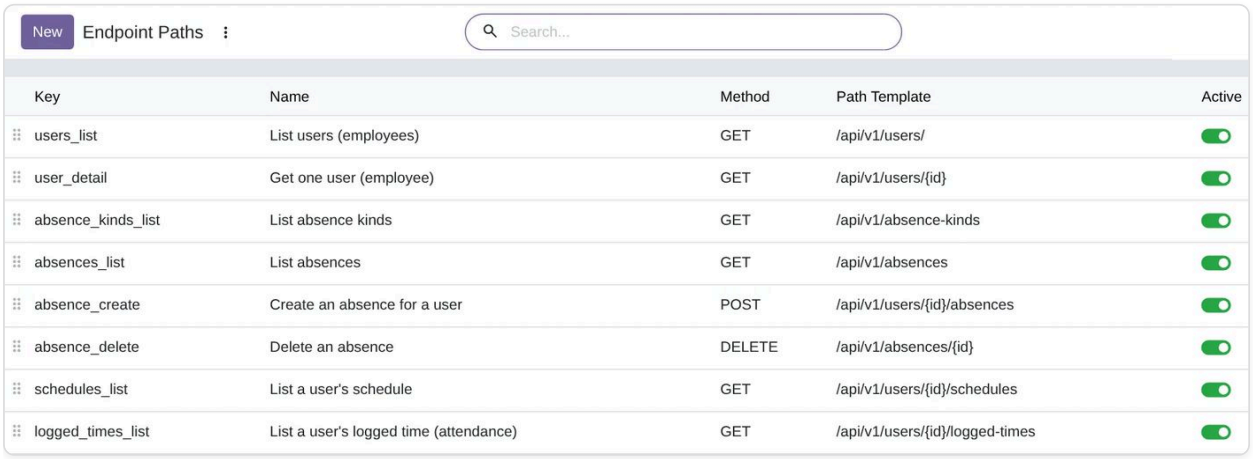
- **Real Odoo 20 screenshot.** A line from the absences job with **Error**, **Records** and **Error Count**.

An example

On the dashboard, **Sync errors (month)** shows 1. You click it and the log opens with that line: "Absences sync (... of ... skipped)", of type **Scheduled Job**, with 8 in **Records** and 1 in **Error Count**. The **Error** tab says a row could not be matched to an employee or a related type. In **Absence Kinds** you see that Formación externa has no Odoo type; you set one, and the next run brings in that absence.

CONNECTOR GUIDE · BIZNEO HR

14 The Bizneo API routes



- **Real Odoo 20 screenshot.** The **Endpoint Paths** with **Key**, **Name**, **Method** and **Path Template**.

It is at **Bizneo HR › Configuration › Endpoint Paths**. On installation there are 10 rows: 8 active and 2 archived, the payroll and candidate ones, which Bizneo does not document. The connector uses five: users_list for employees, absence_kinds_list for the types and the connection test, absences_list for absences, absence_create to send an absence, and logged_times_list for hours. The others stay in the catalogue unused.

Key	The internal name the connector looks up, such as users_list. Do not change it.
Name	What the route is.
Method	**GET**, **POST**, **DELETE** or **PATCH**.
Path Template	The path appended to the base URL. It starts with / and may include {id}, which is filled in on each call.
Company Override	Empty, the row applies to all companies. With a company, it applies only to that company and takes precedence over the general one.

Active	Whether the row is in use.
Provenance / Notes	Where the path comes from and how much trust it deserves.

1. **Open the row**
   In **Endpoint Paths**, the row for the key you want to change.
2. **Change the path**
   Edit **Path Template** or **Method** and save. It takes effect from the next call.
3. **For one company only**
   Create another row with the same key and choose the company in **Company Override**.

> The template must start with /, and there cannot be two rows with the same key for the same company, or two general ones. The connector's **Manager** only creates and changes rows for their own company; general rows can only be changed by an administrator.

What the catalogue is for

The paths are not hard-coded: they are data edited on screen. If Bizneo HR changes a path, or your tenant responds on a different one, you correct it in **Endpoint Paths** without updating the module. The starting paths follow Bizneo's public HCM API v1 reference.

What happens on each call

The connector looks up the row by its **Key**: first the company's, and if there is none, the general one. It replaces {id} with the value for that call, sends the request through FlexigoTech Cloud and records the method and path in the log, such as POST /api/v1/users/.../absences. If Bizneo HR replies with a redirect, it does not follow it and raises a warning. If it replies with a 429 or a 5xx error, it retries up to three times in total, with a few seconds between attempts.

An example

The absence_create row uses the **POST** method and the template /api/v1/users/{id}/absences. When the HR manager sends her personal business day, the connector replaces {id} with her Bizneo User ID and the log records the call with status **Done**. If a company needed a different route, you would create another absence_create row with that company in **Company Override**.

CONNECTOR GUIDE · BIZNEO HR

15 The data that goes and comes back

DATA	DIRECTION	WHEN
Employees	From Bizneo HR to Odoo	**Bizneo: sync employees**, every 6 hours, or **Sync Now from Bizneo**.
Absence types	From Bizneo HR to Odoo	**Bizneo: sync absence kinds**, daily.

DATA	DIRECTION	WHEN
Absences	From Bizneo HR to Odoo	**Bizneo: sync absences**, every 4 hours, from 7 days back to 60 days ahead.
Recorded hours	From Bizneo HR to Odoo	**Bizneo: sync time & attendance**, every 2 hours, from 3 days back to today.
Absences requested in Odoo	From Odoo to Bizneo HR	When you press **Send to Bizneo** on the request.

The jobs only run with **Scheduled Sync** switched on. Every call to Bizneo HR goes through FlexigoTech Cloud, which stores your Bizneo HR account token encrypted and includes it in each call: your Odoo database does not store it. The connector only calls Bizneo HR; it does not receive notifications from Bizneo HR.

File import

Bizneo HR › Tools › Import from Bizneo (CSV/Excel) loads a file exported from Bizneo HR. It is a separate route: the data comes from the file, not from a call to Bizneo HR.

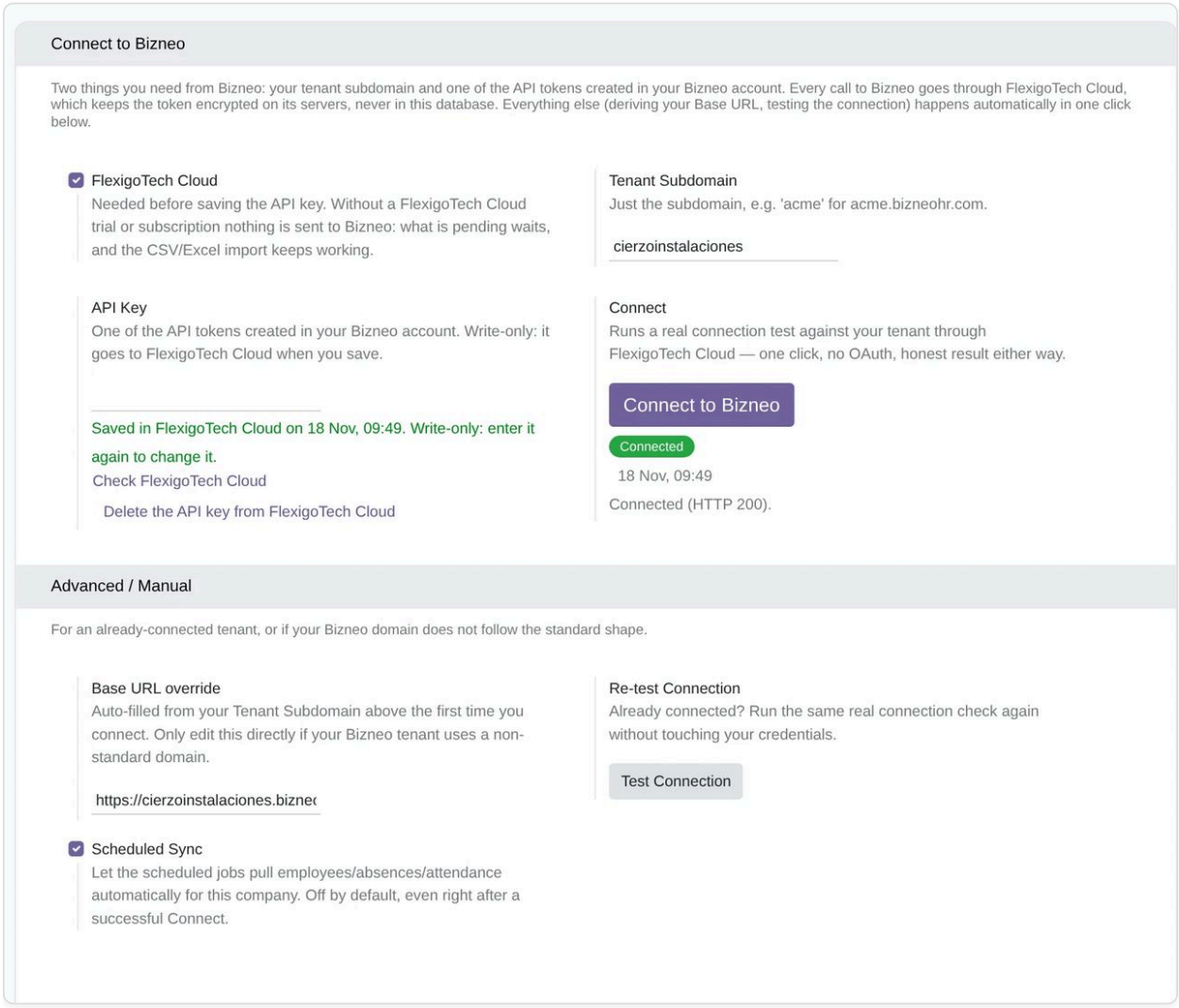
CONNECTOR GUIDE · BIZNEO HR

16 What runs automatically

JOB	EVERY	WHAT IT DOES
Bizneo: sync employees	6 hours	Creates the missing employees and refreshes the Bizneo fields of those already linked.
Bizneo: sync absence kinds	Day	Fetches the absence types from Bizneo HR, which you then map to those in Odoo.
Bizneo: sync absences	4 hours	Fetches absences from 7 days back to 60 days ahead. Skips those it cannot match to a linked employee or a mapped type, and notes this in the log.
Bizneo: sync time & attendance	2 hours	Fetches the hours of linked employees from 3 days back and creates their attendances.

All four jobs are active by default, but they only work for companies with **Scheduled Sync** ticked. Without the FlexigoTech Cloud trial or subscription, no call is made: the jobs check again on their next run. A failure in one company does not stop the others. The frequencies can be changed in **Settings › Technical › Automation › Scheduled Actions**, with developer mode.

17 The connection options and their defaults



- **Real Odoo 20 screenshot.** The **Bizneo HR** section of **Settings**, with **Connect to Bizneo** and **Advanced / Manual**.

OPTION	ON INSTALL	WHAT IT DOES
FlexigoTech Cloud	Unticked	Acceptance that FlexigoTech Cloud stores the key and that calls pass through it. Required before the key can be saved. Only an administrator can see it.
Tenant Subdomain	Empty	Your tenant's subdomain. From it, Odoo fills in the base URL the first time.
API Key	Empty	One of the API tokens for your Bizneo HR account. It is write-only: it is sent to FlexigoTech Cloud on save and cannot be read back. To change it, type the new one.
Base URL override	Empty	Filled automatically from the subdomain the first time; after that, a tenant change is made here. It must start with https:// and cannot point to an internal network address. FlexigoTech Cloud only calls addresses under bizneohr.com.
Scheduled Sync	Off	Lets the scheduled jobs fetch employees, absences and attendance for this company. It stays off after connecting, until you tick it.

Connect to Bizneo	Runs the real connection test and saves its result.

Test Connection	In **Re-test Connection**. Repeats the same test without touching the credentials.
Check FlexigoTech Cloud	Shows since when FlexigoTech Cloud has held this company's key, without ever showing the key itself.
Delete the API key from FlexigoTech Cloud	Deletes this company's key from FlexigoTech Cloud, after asking for confirmation. Calls to Bizneo stop until an administrator enters another, and the connection is freed up in your plan.

These last two buttons appear below **API Key** when a key is stored, and only for administrators. If you later correct the subdomain, the base URL does not change. To fix a mistyped subdomain, change **Base URL override** and re-enter the key: when the server changes, the stored key stops being valid. If you archive a company, its key is deleted from FlexigoTech Cloud.

The connection status

Each company stores the status of its connection: **Not Tested** on install, then **Connected** or **Connection Error** after each test. It also stores when the last test was run and its result, which are shown below **Connect to Bizneo**.

> Each company with a key stored in FlexigoTech Cloud uses one connection in your plan: up to 3 with Standard and up to 10 with Pro. If they are all in use, the new key is not saved and Odoo says so: delete the key of a company that no longer uses Bizneo HR, or move to a plan with more connections in **Settings** > **FlexigoTech Cloud**.

CONNECTOR GUIDE · BIZNEO HR

18 Security and personal data

- The Bizneo HR API token is stored encrypted in FlexigoTech Cloud, not in your Odoo database. Odoo sends it once, when an administrator saves it, and does not keep it.
- Before the key is saved, an administrator must accept that FlexigoTech Cloud stores it and that calls pass through it. Without that acceptance, nothing is sent.
- **Check FlexigoTech Cloud** shows since when the key has been stored, never the key itself. If the subscription ends, the notice also says the date on which the key will be deleted. **Delete the API key from FlexigoTech Cloud** deletes it immediately.
- When the connector is uninstalled, its keys are deleted from FlexigoTech Cloud.
- The subdomain and base URL are visible only to an administrator. The URL must start with https:// and cannot point to an internal network address; it is checked again before each call.
- The token never appears in the log, in messages or in notices.

Who can do what

PERMISSION	WHAT IT ALLOWS
Connector User	See the app and dashboard, sync employees, submit absences, import files, see absence types and paths, see their own payslips, and handle signature documents.
Connector Manager	The same, plus map absence types, see payslips for the whole company, see the **Sync Log**, and change the paths for their company.

PERMISSION	WHAT IT ALLOWS
Odoo administrator	With the connector **Manager** permission, the **Bizneo HR** section of **Settings**: accept FlexigoTech Cloud, the subdomain, save, check and delete the API key, and scheduled sync. Also changes the general paths.

Employee Bizneo fields on the employee form are only visible to Employees managers. Your employees, absences and attendance stay in your Odoo; through FlexigoTech Cloud only the calls to Bizneo HR and their responses pass. FlexigoTech Cloud stores the company name, the email of the person who accepted, with the date and the version of the text, and the token of each company with its subdomain.

CONNECTOR GUIDE · BIZNEO HR

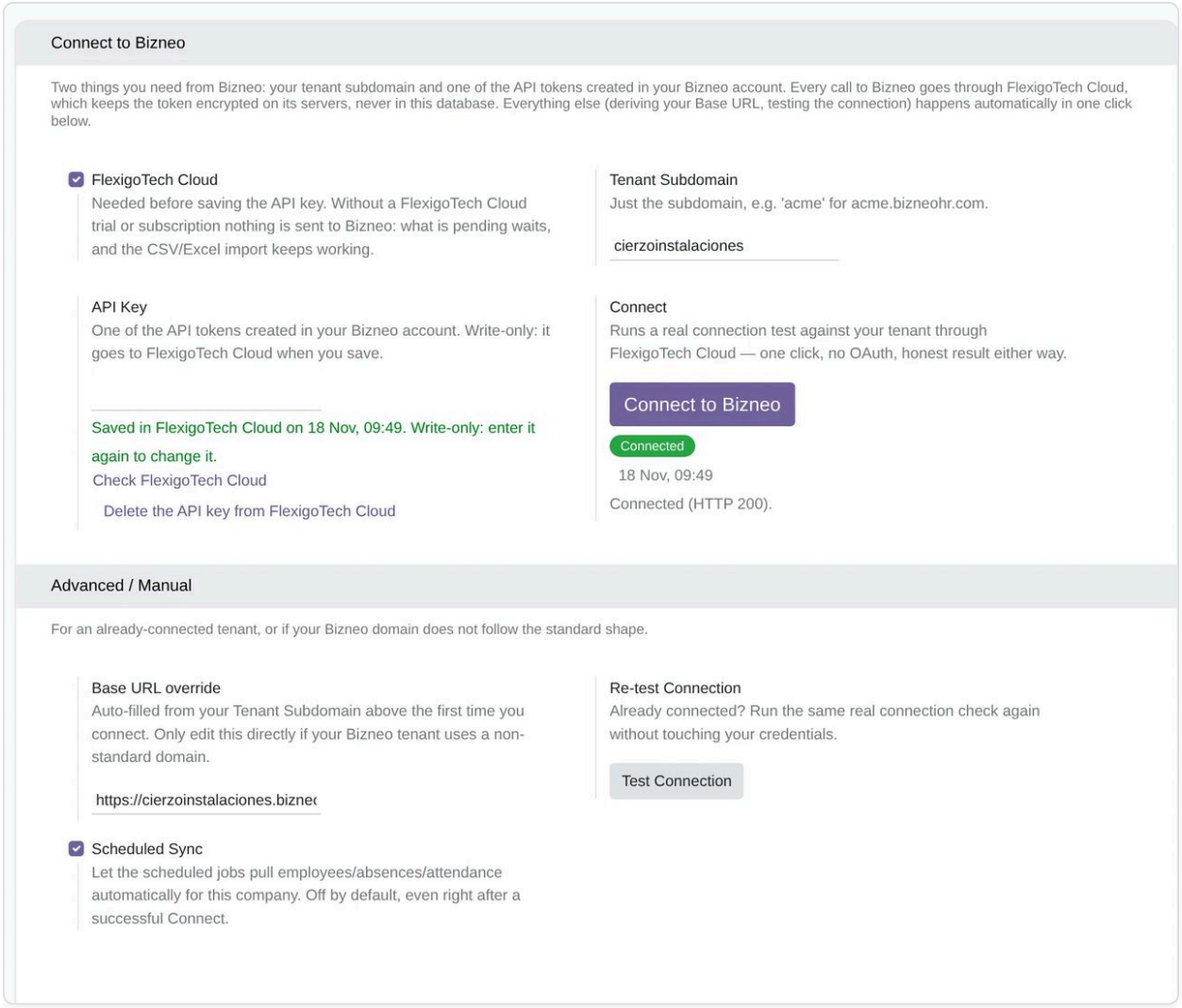
19 Several connections and several companies

Each Bizneo HR connection belongs to one Odoo company, which points to its own tenant and has its own key, stored separately in FlexigoTech Cloud. It is configured in **Settings**, under **Bizneo HR**, with that company active.

Scheduled sync is switched on company by company. If FlexigoTech Cloud rejects the calls from one company, that company is paused without marking anything as a Bizneo HR error; the others keep running, unless the rejection affects the whole database.

The Standard plan covers up to 3 connections and Pro up to 10. Each company with a saved key uses one; when you archive a company or delete its key, its connection is freed.

Each company's data belongs to that company: the absence kinds and their mappings, the linked employees and the log. In the import wizard you can only choose a company you belong to.



- **Real Odoo 20 screenshot.** The Bizneo HR settings for the active company, with **Connect to Bizneo**.

CONNECTOR GUIDE · BIZNEO HR

20 If something fails

Nothing is sent to Bizneo HR	The FlexigoTech Cloud trial or subscription is missing. Activate it in **Settings** > **FlexigoTech Cloud**. The jobs check again on their next run.
Connected, but nothing arrives on its own	**Scheduled Sync** is not ticked in **Settings** > **Bizneo HR**. Save it. Connecting does not switch it on.
«Before saving the Bizneo API key, an administrator has to accept that it is kept by FlexigoTech Cloud and that the calls to Bizneo go through it (Settings > Bizneo HR). Nothing was sent.»	Tick the **FlexigoTech Cloud** checkbox with an administrator user and enter the key again.

«Enter your Bizneo tenant subdomain (or the Base URL) before the API key: FlexigoTech Cloud keeps the key with its host. Nothing was sent.»	Enter **Tenant Subdomain** first, then the key.
You corrected the subdomain but it still calls the old tenant	The base URL is not rebuilt automatically. Correct **Base URL override**, enter the key again and press **Test Connection**.
Warning that FlexigoTech Cloud only reaches tenants under bizneohr.com	The subdomain or base URL does not belong to Bizneo HR. Nothing has been saved: correct them and enter the key again.
Warning that all connections in your plan are in use	Each company with a saved key uses one connection. Delete the key of a company that no longer uses Bizneo HR, or move to a plan with more connections.
"Bizneo rejected the request (HTTP ...): ..."	Bizneo HR returned an error. The detail appears in the message and in the **Sync Log**. With 401 or 403, check the token and its API access in Bizneo HR. With 429 or a 5xx error, the connector has already tried three times: wait a while and try again.
«Employee "..." is not linked to a Bizneo user yet (no Bizneo User ID).»	When sending an absence. Set the **Bizneo User ID** on the **Bizneo HR** tab of the employee, or link it with the employee import.
When sending, warning that the kind has no Bizneo kind	Map the request's kind in **Bizneo HR › HR Data › Absence Kinds**. The warning says Configuration, but the kinds are under **HR Data**.
Warning that you lack the Bizneo HR user permission	An administrator grants it on your user record: **User** of the **Bizneo HR Connector**. It is needed to sync employees and to send absences.

If FlexigoTech Cloud rejects a call during a job, the connector treats it as a pause rather than a Bizneo HR error: it marks nothing and tries again on the next run. If the rejection covers the whole database, the job stops there. A company with problems does not hold back the others.

Other warnings you may see

«No Bizneo API key saved in FlexigoTech Cloud yet: accept FlexigoTech Cloud and enter the key in Settings > Bizneo HR.»	When testing the connection with no saved key. Tick the checkbox and enter the key.
«The Bizneo API key of this company is not saved in FlexigoTech Cloud: enter it again.»	When pressing **Check FlexigoTech Cloud**. Enter the key again and save.
«It will be deleted on ... unless the subscription is renewed.»	The subscription has ended. Renew it in **Settings** > **FlexigoTech Cloud** before that date, or you will have to enter the key again.
The base URL does not start with https:// or points to an internal address	Your tenant URL is https:// followed by your subdomain and .bizneohr.com. Correct it in **Base URL override**.
Warning of an HTTP redirect	The connector does not follow redirects. Check that the base URL points directly to your tenant.

An absence from Bizneo does not arrive	Check the absences line in the log: if it says skipped, the employee is not linked or the kind is not mapped. If it is more than 7 days old, it is no longer requested: import it with a file.
An employee appears twice	They were already in Odoo without a Bizneo ID and the sync created another one. Put the ID on the correct record, archive the duplicate, and check its absences and attendances before archiving it.

CONNECTOR GUIDE · BIZNEO HR

21 Other ways to do it

APPROACH	WHAT IT INVOLVES
By hand	Someone exports the employees, absences and hours from Bizneo HR and types them in or loads them into Odoo every time they change.
Odoo alone	In the Odoo 20 code, Community and Enterprise, no module connects to Bizneo HR.
This connector	It brings in new employees, absences and recorded hours from Bizneo HR, and sends the absences requested in Odoo to Bizneo HR. The calls go through FlexigoTech Cloud, with the trial or the subscription. To get started or for older data, its wizard loads a file.

The connector has no start date to choose: absences are requested from 7 days back to 60 ahead, and hours from 3 days back to today. Anything earlier is loaded once with the **Import from Bizneo (CSV/Excel)** wizard and, from then on, the sync brings it in.

CONNECTOR GUIDE · BIZNEO HR

22 Plans and price

€9

License per Odoo version.

+ FlexigoTech Cloud

STANDARD

€49/month

or €490 a year

- First response within 1 working day
- Up to 3 accounts

PRO

€98/month

or €980 a year

- First response within 4 working hours
- Up to 10 accounts
- Video call if needed

14-day trial, no card · Prices exclude VAT

The module licence is per Odoo version. FlexigoTech Cloud is paid monthly or yearly, and the 14-day trial does not ask for a card. With Standard, up to 3 connections; with Pro, up to 10. Each Odoo company with its key stored counts as one connection.

23 Frequently asked questions

What does the connector do?

It brings new employees, absence types, absences and recorded hours from Bizneo HR into Odoo, and sends to Bizneo HR the absences you request in Odoo when you click **Send to Bizneo**.

Does it work without FlexigoTech Cloud?

No.

Is there a free trial?

Yes: 14 days of FlexigoTech Cloud with no card. If you don't subscribe when it ends, the service stops and you are charged nothing.

How much does it cost?

The module licence, €9 per Odoo version. FlexigoTech Cloud, €49 per month or €490 per year with Standard, and €98 per month or €980 per year with Pro, excluding VAT.

Does it work on Odoo Online?

No. Odoo Online doesn't allow third-party modules to be installed.

Does it need Odoo Enterprise?

No. It depends on Employees, Time Off, Attendances and Recruitment, which are in Community.

Which Odoo versions does it work with?

With Odoo 17, 18, 19 and 20: there is a version of the module for each one.

What do I need from Bizneo HR?

A subscription with API access, your tenant's subdomain and one of the API tokens from your account. The Bizneo HR contract is not included.

Which Bizneo HR tenants does it work with?

Those under bizneohr.com. A tenant on another domain can't be connected yet.

Has it been tested with a real Bizneo HR tenant?

Not yet. FlexigoTech doesn't have a Bizneo HR tenant to test against: the calls follow the public reference of the Bizneo HCM API v1 and the tests use simulated responses with its shapes. If your tenant answers on a different path, you correct it in **Endpoint Paths**.

Where is the Bizneo API token stored?

Encrypted on the FlexigoTech Cloud servers. Your Odoo database does not store it.

How do I connect my account?

In **Settings** > **Bizneo HR**: tick the **FlexigoTech Cloud** checkbox, enter the subdomain and the key, save and click **Connect to Bizneo**. Then tick **Scheduled Sync**.

Why does nothing arrive after connecting?

Because **Scheduled Sync** comes switched off and connecting doesn't switch it on. Tick it and save.

How many connections does each plan allow?

Up to 3 with Standard and up to 10 with Pro. Each Odoo company with its key saved takes one.

How often does the data arrive?

Employees every 6 hours, absence types every day, absences every 4 hours and recorded hours every 2 hours.

What happens with the employees I already have in Odoo?

Link them before the first sync, with the employees CSV/Excel import, which matches them by email, or by entering their Bizneo ID on the record. Otherwise the sync creates another employee with the same name.

If I change an employee's name in Bizneo HR, does it change in Odoo?

No. The sync creates new employees and refreshes only the Bizneo fields of linked ones. The name and email are changed in Odoo.

Can I send absences from Odoo to Bizneo HR?

Yes, one by one or several from the list, with **Send to Bizneo**. The type must be related to a Bizneo type and the employee must be linked.

Does it modify or delete anything in Bizneo HR?

No. It reads employees, absence types, absences and hours, and only creates the absences you send.

Does it bring in payslips, signatures or candidates?

No. Payslips and signature documents are added by hand in the connector's lists, and candidates only have fields for noting their Bizneo ID.

Does it bring in absences and hours from before installation?

Absences from 7 days back and hours from 3 days back. Anything earlier is loaded once with the CSV/Excel import.

Are attendances duplicated?

No. Before creating one, the connector looks for another for the same employee with the same check-in time.

How do I see whether something has failed?

On the dashboard, **Sync errors (month)**, and in the **Sync Log**, with the reason for each error. In addition, every error in a job or a call creates an activity for the administrator.

Who can configure the connection?

An Odoo administrator with the connector's **Manager** permission. The main administrator has it from installation.

What Odoo data goes through the cloud?

Only the calls to Bizneo HR and their responses: the lists the connector requests and the absences you send. Your employees, absences and clock-ins stay in your Odoo.

Can I change the API paths?

Yes, in **Bizneo HR › Configuration › Endpoint Paths**, for all companies or for just one.

What support does each plan include?

Every purchase includes 2 months of support: we help you install it, set it up and get it working, by email and video call. While you're subscribed, support for the service stays included. With Standard, the first reply arrives within 1 working day. With Pro, within 4 working hours, with a video call if you need one.

24 Glossary

Bizneo HR	The HR platform from which the connector brings in employees, leave and recorded hours.
Tenant	Your company's account in Bizneo HR, with its own address under bizneohr.com.
Subdomain	The first part of your tenant's address: acme in acme.bizneohr.com.
API token	The key created in your Bizneo HR account so that another tool can read from and write to it. The connector calls it **API Key**.
Connection	The link between one Odoo company and its Bizneo HR tenant. It uses up one of the connections in your plan.
FlexigoTech Cloud	The FlexigoTech service that every call to Bizneo HR goes through, and where your token is stored encrypted.
14-day trial	The free period of FlexigoTech Cloud, with no card required.
Standard plan	FlexigoTech Cloud plan with up to 3 connections and support replies within 1 working day.
Pro plan	FlexigoTech Cloud plan with up to 10 connections, replies within 4 working hours and a video call if you need one.
Scheduled Sync	The option on each company that lets the scheduled tasks run. It is off by default.
Scheduled task	A process that Odoo runs on its own at set intervals. The connector has four.
Linked employee	An Odoo employee with a **Bizneo User ID**.
Leave type	Each kind of leave in Bizneo HR, such as holiday or personal leave. They are listed under **Absence Kinds**.
Mapping	The Odoo leave type you choose for a Bizneo type, under **Odoo Leave Type**.
Recorded hours	The time each employee clocks in Bizneo HR, by day and by time slot. It goes to Attendances.
CSV/Excel import	The **Import from Bizneo (CSV/Excel)** wizard, which loads a file without calling Bizneo HR.
Sync Log	The list with one line per call, task or import, showing its status and any errors.
Endpoint Paths	The catalogue of Bizneo HR API paths that the connector uses.

Payroll and Signature Documents	Two lists specific to the connector that are maintained by hand.

25 Checklist and contact

- [ ] You have a Bizneo HR subscription with API access and one of the API tokens from your account.
- [ ] You know your tenant's subdomain, under bizneohr.com.
- [ ] Your Odoo is version 17, 18, 19 or 20 and allows third-party modules to be installed: it is not Odoo Online.
- [ ] You have installed the connector and you sign in as an administrator with the connector's **Manager** permission.
- [ ] You have activated the 14-day trial or the FlexigoTech Cloud subscription.
- [ ] In **Settings** > **Bizneo HR** you have ticked the **FlexigoTech Cloud** box and saved the subdomain and the key.
- [ ] You have pressed **Connect to Bizneo** and the connection shows **Connected**.
- [ ] You have linked the employees you already had in Odoo before syncing.
- [ ] You have ticked **Scheduled Sync** and saved.
- [ ] Each Bizneo type you use has its **Odoo Leave Type**.
- [ ] In the **Sync Log** the first passes show as **Done**.

Every purchase includes 2 months of support: we help you install it, set it up and get it working, by email and video call. If you would like us to set it up with you, get in touch.

Email

To install it, set it up or for any question.
comercial@flexigotech.com

On the web

The connector page, with the guide and the prices.
flexigotech.com/en/bizneo-connector-odoo.html

On Odoo Apps

The module page on the Odoo store.
apps.odoo.com

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