

April 14

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	
March 30	31	April 1	2	3	4	5	
	<div style="background-color: #92d050; padding: 2px;">A - Reports ready by 10</div>		<div style="background-color: #ffff00; padding: 2px;">★ A - Pay day</div>	<div style="background-color: #00b0f0; padding: 2px;">B - Lockdown 2:00pm</div>	<div style="background-color: #00b0f0; padding: 2px;">B - Payroll clears edits</div>		
	Cycle B – Time and Attendance						
	Cycle A – Maintenance						
6	7	8	9	10	11	12	
	<div style="background-color: #00b0f0; padding: 2px;">B - Reports ready by 10</div>		<div style="background-color: #ffff00; padding: 2px;">★ B - Pay day</div>	<div style="background-color: #92d050; padding: 2px;">A - Lockdown 2:00pm</div>	<div style="background-color: #92d050; padding: 2px;">A - Payroll clears edits</div>		
	Cycle A – Time and Attendance						
	Cycle B – Maintenance						
13	14	15	16	17	18	19	
	<div style="background-color: #92d050; padding: 2px;">A - Reports ready by 10</div>		<div style="background-color: #ffff00; padding: 2px;">★ A - Pay day</div> <div style="background-color: #00b0f0; padding: 2px;">B - Lockdown 2:00pm</div>	<div style="background-color: #00b0f0; padding: 2px;">B - Payroll clears edits</div>	<div style="background-color: #00b0f0; padding: 2px;">B - Reports ready by 10</div>		
	Cycle B – Time and Attendance					<div style="background-color: #92d050; padding: 2px; text-align: center;">Cycle A – Time and Attendance</div>	
	Cycle A – Maintenance				Cycle B – Maintenance		
20	21	22	23	24	25	26	
	Holiday		<div style="background-color: #ffff00; padding: 2px;">★ B - Pay day</div>	<div style="background-color: #92d050; padding: 2px;">A - Lockdown 2:00pm</div>	<div style="background-color: #92d050; padding: 2px;">A - Payroll clears edits</div>		
		Cycle A – Time and Attendance					
		Cycle B – Maintenance					
27	28	29	30	May 1	2	3	
	<div style="background-color: #92d050; padding: 2px;">A - Reports ready by 10</div>		<div style="background-color: #ffff00; padding: 2px;">★ A - Pay day</div>	<div style="background-color: #00b0f0; padding: 2px;">B - Lockdown 2:00pm</div>	<div style="background-color: #00b0f0; padding: 2px;">B - Payroll clears edits</div>		
	Cycle B – Time and Attendance						
	Cycle A – Maintenance						