

April 15

| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday | |
|----------|---|--------------------------------------|---|--|--|--|--|
| March 29 | 30 | 31 | April 1 | 2 | 3 | 4 | |
| | <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 | | | | | | |
| 5 | 6 | 7 | 8 | 9 | 10 | 11 | |
| | <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 | | | | | | |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 | |
| | <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 | | | |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 | |
| | 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 | | | | | |
| 26 | 27 | 28 | 29 | 30 | May 1 | 2 | |
| | <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 | | | | | | |