

April 18

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