

August 23

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
July 30	31	August 1	2	3	4	5
	<div style="display: flex; align-items: center;"> B - Reports ready by 10 </div>		<div style="display: flex; align-items: center;"> ★ B - Pay day </div>	<div style="display: flex; align-items: center;"> A - Lockdown 2:00pm </div>	<div style="display: flex; align-items: center;"> A - Payroll clears edits </div>	
Cycle A – Time and Attendance						
Cycle B – Maintenance						
6	7	8	9	10	11	12
	<div style="display: flex; align-items: center;"> A - Reports ready by 10 </div>		<div style="display: flex; align-items: center;"> ★ A - Pay day </div>	<div style="display: flex; align-items: center;"> B - Lockdown 2:00pm </div>	<div style="display: flex; align-items: center;"> B - Payroll clears edits </div>	
Cycle B – Time and Attendance						
Cycle A – Maintenance						
13	14	15	16	17	18	19
	<div style="display: flex; align-items: center;"> B - Reports ready by 10 </div>		<div style="display: flex; align-items: center;"> ★ B - Pay day </div>	<div style="display: flex; align-items: center;"> A - Lockdown 2:00pm </div>	<div style="display: flex; align-items: center;"> A - Payroll clears edits </div>	
Cycle A – Time and Attendance						
Cycle B – Maintenance						
20	21	22	23	24	25	26
	<div style="display: flex; align-items: center;"> A - Reports ready by 10 </div>		<div style="display: flex; align-items: center;"> ★ A - Pay day </div>	<div style="display: flex; align-items: center;"> B - Lockdown 2:00pm </div>	<div style="display: flex; align-items: center;"> B - Payroll clears edits </div>	
Cycle B – Time and Attendance						
Cycle A – Maintenance						
27	28	29	30	31	September 1	2
	<div style="display: flex; align-items: center;"> B - Reports ready by 10 </div>		<div style="display: flex; align-items: center;"> ★ B - Pay day </div> <div style="display: flex; align-items: center; margin-top: 5px;"> A - Lockdown 2:00pm </div>	<div style="display: flex; align-items: center;"> A - Payroll clears edits </div>	<div style="display: flex; align-items: center;"> A - Reports ready by 10 </div>	
Cycle A – Time and Attendance					Cycle B – Time and Attendance	
Cycle B – Maintenance					Cycle A – Maintenance	