


January 22

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