			October 19			
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
September 29	30	October 1	2	3	4	5
			☆ B - Pay day	A - Lockdown 2:00pm	A - Payroll clears edits	
		Cycle A – Time and Cycle B – Maintena				
6	7	8	9	10	11	12
	A - Reports ready by 10		A - Pay day B - Lockdown 2:00pm	B - Payroll clears edits	B - Reports ready by 10	
	Cycle B – Time and	d Attendance			Cycle B – Maintenance	
	Cycle A – Maintena	ance				
13	14	15	16	17	18	19
	Holiday	Cycle A – Time and	★ B - Pay day Attendance	A - Lockdown 2:00pm	A - Payroll clears edits	
		Cycle B – Maintena				
20	21	22	23	24	25	26
20	A - Reports ready by 10	22			B - Payroll clears edits	20
	A - Reports ready by 10		A - Pay day	B - Lockdown 2:00pm	в - Payroli clears edits	
	Cycle B – Time and Attendance					
	Cycle A – Maintena	ince				
27	28	29	30	31	November 1	2
	B - Reports ready by 10		★ B - Pay day	A - Lockdown 2:00pm		
	Cycle A – Time and Attendance					
	Cycle A – Time and	d Attendance				