


September 23

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
August 27	28	29	30	31	September 1	2
	<div style="display: flex; justify-content: space-between;"> ■ B - Reports ready by 10 </div> <div style="background-color: #92d050; padding: 2px; margin-top: 5px;">Cycle A – Time and Attendance</div> <div style="background-color: #00b0f0; padding: 2px; margin-top: 5px;">Cycle B – Maintenance</div>		<div style="display: flex; justify-content: space-between;"> ★ B - Pay day ■ A - Lockdown 2:00pm </div>	<div style="display: flex; justify-content: space-between;"> ■ A - Payroll clears edits </div>	<div style="display: flex; justify-content: space-between;"> ■ A - Reports ready by 10 </div> <div style="background-color: #00b0f0; padding: 2px; margin-top: 5px;">Cycle B – Time and Attendance</div> <div style="background-color: #92d050; padding: 2px; margin-top: 5px;">Cycle A – Maintenance</div>	
3	4	5	6	7	8	9
			<div style="display: flex; justify-content: space-between;"> ★ A - Pay day </div>	<div style="display: flex; justify-content: space-between;"> ■ B - Lockdown 2:00pm </div>	<div style="display: flex; justify-content: space-between;"> ■ B - Payroll clears edits </div>	
		Cycle B – Time and Attendance		Cycle A – Maintenance		
10	11	12	13	14	15	16
	<div style="display: flex; justify-content: space-between;"> ■ B - Reports ready by 10 </div>		<div style="display: flex; justify-content: space-between;"> ★ B - Pay day </div>	<div style="display: flex; justify-content: space-between;"> ■ A - Lockdown 2:00pm </div>	<div style="display: flex; justify-content: space-between;"> ■ A - Payroll clears edits </div>	
	Cycle A – Time and Attendance			Cycle B – Maintenance		
17	18	19	20	21	22	23
	<div style="display: flex; justify-content: space-between;"> ■ A - Reports ready by 10 </div>		<div style="display: flex; justify-content: space-between;"> ★ A - Pay day </div>	<div style="display: flex; justify-content: space-between;"> ■ B - Lockdown 2:00pm </div>	<div style="display: flex; justify-content: space-between;"> ■ B - Payroll clears edits </div>	
	Cycle B – Time and Attendance			Cycle A – Maintenance		
24	25	26	27	28	29	30
	<div style="display: flex; justify-content: space-between;"> ■ B - Reports ready by 10 </div>		<div style="display: flex; justify-content: space-between;"> ★ B - Pay day </div>	<div style="display: flex; justify-content: space-between;"> ■ A - Lockdown 2:00pm </div>	<div style="display: flex; justify-content: space-between;"> ■ A - Payroll clears edits </div>	
	Cycle A – Time and Attendance			Cycle B – Maintenance		