



Workforce Central[®] Suite

Workforce Timekeeper[™]

Sample Reports

Workforce Timekeeper is delivered with a variety of Crystal reports that present your labor data in a number of formats. Managers and other users can access labor information in the context they prefer, so they can best leverage labor resources. The standard output format is Adobe Acrobat Portable Document Format (.PDF). Alternate formats for emailing include HTML, Microsoft Excel, Microsoft Word, and Rich Text Format.

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Absent Employees

This report displays employees who are absent and whether they are excused or unexcused absences. The report displays data for the selected date range and only absences through the current day will display; future scheduled absences do not display.

| Employee Name | ID | Absence Type | Pay Code | Excusing Pay Code | Time | Money |
|---|----|--------------|----------|-------------------|------|-------|
| <p>Absent Employees</p> <p>Time Period: Previous Pay Period Query: Cost Center 403 Absences: Both</p> <p>Displays employees for selected pay period for excused and unexcused absences</p> <p>Data Up to Date: 7/2/2004 9:33:20AM Printed: 7/2/2004 9:33:27AM Printed for: SuperUser</p> | | | | | | |
| <p>Brooks, Bob ID: 31</p> <p>Mon 7/12/2004 Excused Sick 8:00 Thu 7/15/2004 Excused Vacation 8:00 Fri 7/16/2004 Excused Training 8:00</p> <p>Hours sorted by pay code</p> | | | | | | |
| <p>Evans, Edna ID: 32</p> <p>Mon 7/12/2004 Unexcused Thu 7/15/2004 Excused</p> <p>Absence type</p> <p>Personal 0:00</p> <p>Family Emergency</p> | | | | | | |
| <p>Geldres, Elise ID: 39</p> <p>Fri 7/16/2004 Excused Personal 8:00</p> <p>Comment associated with excused absence</p> | | | | | | |
| <p>George, Pat ID: 37</p> <p>Mon 7/12/2004 Excused Vacation 8:00 Tue 7/13/2004 Excused</p> <p>Excused Absence - Child Sick</p> | | | | | | |

Accrual Balances and Projections

This report displays the current balances, as well as future takings, credits, and projected balances through the furthest planned taking of the selected employees. Managers can use this data to quickly determine if an employee has accrued enough time to take time off.

| Accrual Balances and Projections | | | | | | | | | |
|--|--------------|--|--------------------------------|-------------------|-------------------|-------------------|---------------------------|---------|--|
| Time Period: 7/23/2004 Query: Cost Center 403 | | Data Up to Date: 7/26/2004 2:44:29AM Printed: 7/26/2004 2:44:31AM Printed for: SuperUser | | | | | | | |
| Accrual Code | Accrual Type | Period Ending Balance | Furthest Projected Taking Date | Projected Takings | Projected Credits | Projected Balance | Balance w/o Proj. Credits | | |
| Name: Baker, Ginger ID: 29 | | | | | | | | | |
| Floating Holiday | Days | 2:00:00 [0:00:00p] | 7/23/2004 | 0:00:00 | 0:00:00 | 2:00:00 | [0:00:00p] | 2:00:00 | |
| Personal | Hours | 48:00 [0:00p] | 7/23/2004 | 0:00 | 0:00 | 48:00 | [0:00p] | 48:00 | |
| Sick | Hours | 50:19 [0:00p] | 7/23/2004 | 0:00 | 0:00 | 50:19 | [0:00p] | 50:19 | |
| Vacation | Hours | 80:00 [0:00p] | 7/30/2004 | 24:00 | 0:00 | 56:00 | [0:00p] | 56:00 | |
| Name: Bonds, Bill W ID: 9867253 | | | | | | | | | |
| Floating Holiday | Days | 0:00:00 [+1:00:00p] | 7/23/2004 | 0:00:00 | 0:00:00 | 0:00:00 | [+1:00:00p] | 0:00:00 | |
| Personal | Hours | 0:00 [0:00p] | 7/23/2004 | 0:00 | 0:00 | 0:00 | [0:00p] | 0:00 | |
| Sick | Hours | 0:00 [+4:18p] | 7/23/2004 | 0:00 | 0:00 | 0:00 | [+4:18p] | 0:00 | |
| Vacation | Hours | 0:00 [+8:00p] | 7/23/2004 | 0:00 | 0:00 | 0:00 | [+8:00p] | 0:00 | |
| Name: Brooks, Bob ID: 31 | | | | | | | | | |
| Floating Holiday | Days | 2:00:00 [0:00:00p] | 7/23/2004 | 0:00:00 | 0:00:00 | 2:00:00 | [0:00:00p] | 2:00:00 | |
| Personal | Hours | 48:00 [0:00p] | 7/26/2004 | 8:00 | 0:00 | 40:00 | [0:00p] | 40:00 | |
| Sick | Hours | 74:32 [0:00p] | 7/23/2004 | 0:00 | 0:00 | 74:32 | [0:00p] | 74:32 | |
| Vacation | Hours | 80:00 [0:00p] | 7/23/2004 | 0:00 | 0:00 | 80:00 | [0:00p] | 80:00 | |
| Name: Evans, Edna ID: 32 | | | | | | | | | |
| Floating Holiday | Days | 2:00:00 [0:00:00p] | 7/26/2004 | 1:00:00 | 0:00:00 | 1:00:00 | [0:00:00p] | 1:00:00 | |
| Personal | Hours | 48:00 [0:00p] | 7/23/2004 | 0:00 | 0:00 | 48:00 | [0:00p] | 48:00 | |

Accrual Debit Activity Summary

The Accrual Debit Activity Summary displays the amount of time debited for each employee by accrual type. This detail view allows managers to quickly spot absence trends.

| Accrual Debit Activity Summary | | | | | Data Up to Date: | 7/26/2004 5:18:54AM | | | | | | | | | | | | | | |
|---|-------------|----------------|-----------|--------------------------------|------------------|---------------------|--------|--------|---------|-----------|----------|--------|----------|--|---|---|---|--|---|--|
| Time Period: 4/01/2004 - 5/31/2004 | | | | | Printed: | 7/26/2004 5:18:55AM | | | | | | | | | | | | | | |
| Query: Cost Center 403 | | | | | Printed for: | SuperUser | | | | | | | | | | | | | | |
| Baker, Ginger | | | | | ID: 29 | | | | | | | | | | | | | | | |
| Accrual Code | Day of Week | Effective Date | Amount | Pay Code that Affected Accrual | | | | | | | | | | | | | | | | |
| Floating Holiday | Friday | 4/9/2004 | 1:00:00 | Floating Holiday | | | | | | | | | | | | | | | | |
| Personal | Monday | 4/12/2004 | 8:00 | Personal | | | | | | | | | | | | | | | | |
| Sick | Monday | 5/3/2004 | 8:00 | Sick | | | | | | | | | | | | | | | | |
| | Tuesday | 5/4/2004 | 8:00 | Sick | | | | | | | | | | | | | | | | |
| | Wednesday | 5/5/2004 | 8:00 | Sick | | | | | | | | | | | | | | | | |
| Number of Accrual Debits Taken on: <table border="1"> <tr> <th>Sunday</th> <th>Monday</th> <th>Tuesday</th> <th>Wednesday</th> <th>Thursday</th> <th>Friday</th> <th>Saturday</th> </tr> <tr> <td></td> <td>2</td> <td>1</td> <td>1</td> <td></td> <td>1</td> <td></td> </tr> </table> | | | | | | | Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday | | 2 | 1 | 1 | | 1 | |
| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday | | | | | | | | | | | | | | |
| | 2 | 1 | 1 | | 1 | | | | | | | | | | | | | | | |
| Brooks, Bob | | | | | ID: 31 | | | | | | | | | | | | | | | |
| Accrual Code | Day of Week | Effective Date | Amount | Pay Code that Affected Accrual | | | | | | | | | | | | | | | | |
| Floating Holiday | Friday | 4/9/2004 | 1:00:00 | Floating Holiday | | | | | | | | | | | | | | | | |
| Sick | Monday | 4/5/2004 | 8:00 | Sick | | | | | | | | | | | | | | | | |
| | Monday | 4/12/2004 | 8:00 | Sick | | | | | | | | | | | | | | | | |
| | Monday | 4/26/2004 | 8:00 | Sick | | | | | | | | | | | | | | | | |
| | Monday | 5/10/2004 | 8:00 | Sick | | | | | | | | | | | | | | | | |
| | Monday | 5/24/2004 | 8:00 | Sick | | | | | | | | | | | | | | | | |
| Vacation | Monday | 4/19/2004 | 8:00 | Vacation | | | | | | | | | | | | | | | | |
| Number of Accrual Debits Taken on: <table border="1"> <tr> <th>Sunday</th> <th>Monday</th> <th>Tuesday</th> <th>Wednesday</th> <th>Thursday</th> <th>Friday</th> <th>Saturday</th> </tr> <tr> <td></td> <td>6</td> <td></td> <td></td> <td></td> <td>1</td> <td></td> </tr> </table> | | | | | | | Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday | | 6 | | | | 1 | |
| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday | | | | | | | | | | | | | | |
| | 6 | | | | 1 | | | | | | | | | | | | | | | |
| Evans, Edna | | | | | ID: 32 | | | | | | | | | | | | | | | |
| Accrual Code | Day of Week | Effective Date | Amount | Pay Code that Affected Accrual | | | | | | | | | | | | | | | | |
| Floating Holiday | Friday | 5/14/2004 | 1:00:00 | Floating Holiday | | | | | | | | | | | | | | | | |

Accrual Detail

This report displays running accrual balances and transactions for each employee over a selected time period, including the type of transactions, effective dates, and any balance resets that occurred.

| Accrual Detail | | Time Period: 7/01/2004 - 7/31/2004 | | Data Up to Date: 7/26/2004 5:57:09AM | | | | |
|--|----------------|------------------------------------|--------|--------------------------------------|----------|-----------------|---------------|-----------|
| Query: Cost Center 403 | | Printed for: SuperUser | | Printed: 7/26/2004 5:57:11AM | | | | |
| Accrual Code | Effective Date | Action | Amount | Running Balance | Pay Code | Source | Edit Date | Edited By |
| Baker, Ginger Floating Holiday (Days) ID: 29 | | | | | | | | |
| | Wed 6/30/2004 | Balance Forward | | 1:00:00 | | | | |
| Total Debits: | | | 0 | Total Credits: | 0 | | | |
| Personal (Hours) | | | | | | | | |
| | Wed 6/30/2004 | Balance Forward | | 40:00 | | | | |
| | Thu 7/15/2004 | Reset | 60:00 | 60:00 | | Group Editor | Mon 7/26/2004 | SuperUser |
| Total Debits: | | | 0:00 | Total Credits: | 0:00 | | | |
| Sick (Hours) | | | | | | | | |
| | Wed 6/30/2004 | Balance Forward | | 20:55 | | | | |
| | Sun 7/4/2004 | Earned | 0:55 | 21:50 | | | | |
| | Sun 7/11/2004 | Earned | 1:32 | 23:23 | | | | |
| | Sun 7/18/2004 | Earned | 1:32 | 24:55 | | | | |
| | Sun 7/25/2004 | Earned | 1:23 | 26:18 | | | | |
| Total Debits: | | | 0:00 | Total Credits: | 5:23 | | | |
| Vacation (Hours) | | | | | | | | |
| | Wed 6/30/2004 | Balance Forward | | 40:00 | | | | |
| | Wed 7/28/2004 | Taken | 8:00 | 32:00 | Vacation | Schedule Editor | Mon 7/26/2004 | SuperUser |
| | Thu 7/29/2004 | Taken | 8:00 | 24:00 | Vacation | Schedule Editor | Mon 7/26/2004 | SuperUser |
| | Fri 7/30/2004 | Taken | 8:00 | 16:00 | Vacation | Schedule Editor | Mon 7/26/2004 | SuperUser |
| Total Debits: | | | 24:00 | Total Credits: | 0:00 | | | |
| Bonds, Bill W | | | | | | | | |
| ID: 9867253 | | | | | | | | |

Accrual Summary

This report displays starting accrual balances, earnings/credits, and takings/debits, and the ending balance for each accrual type in the selected time period.

| Accrual Code | | Starting balance | Earnings | Takings | Ending Balance |
|----------------------------------|------------------|----------------------|--------------------|---------|---------------------|
| Starting Date (*Reset) | Starting Balance | Earnings and Credits | Takings and Debits | | |
| Baker, Ginger ID: 29 | | | | | |
| Floating Holiday Days | | | | | |
| Thu 4/1/2004 | 2:00:00 | [0:00:00p] | 0:00:00 | 1:00:00 | 1:00:00 [0:00:00p] |
| Personal Hours | | | | | |
| Thu 4/1/2004 | 48:00 | [0:00p] | 0:00 | 0:00 | 48:00 [0:00p] |
| Sick Hours | | | | | |
| Thu 4/1/2004 | 44:55 | [0:00p] | 5:23 | 16:00 | 34:19 [0:00p] |
| Vacation Hours | | | | | |
| Thu 4/1/2004 | 80:00 | [0:00p] | 0:00 | 40:00 | 40:00 [0:00p] |
| Bonds, Bill W ID: 9867253 | | | | | |
| Floating Holiday Days | | | | | |
| Thu 4/1/2004 | 0:00:00 | [0:00:00p] | 1:00:00 | 0:00:00 | 0:00:00 [+1:00:00p] |
| Personal Hours | | | | | |
| Thu 4/1/2004 | 0:00 | [0:00p] | 0:00 | 0:00 | 0:00 [0:00p] |
| Sick Hours | | | | | |
| Thu 4/1/2004 | 0:00 | [0:00p] | 4:00 | 8:00 | -8:00 [4:00p] |
| Vacation Hours | | | | | |
| Thu 4/1/2004 | 0:00 | [0:00p] | 8:00 | 0:00 | 0:00 [8:00p] |
| Brooks, Bob ID: 31 | | | | | |
| Floating Holiday Days | | | | | |
| Thu 4/1/2004 | 2:00:00 | [0:00:00p] | 0:00:00 | 1:00:00 | 1:00:00 [0:00:00p] |
| Personal Hours | | | | | |
| Thu 4/1/2004 | 48:00 | [0:00p] | 0:00 | 0:00 | 48:00 [0:00p] |
| Sick Hours | | | | | |
| Thu 4/1/2004 | 54:03 | [0:00p] | 18:47 | 8:00 | 64:32 [0:00p] |
| * Wed 6/30/2004 | 40:00 | [0:00p] | 4:46 | 12:00 | 32:46 [0:00p] |
| Vacation Hours | | | | | |
| Thu 4/1/2004 | 80:00 | [0:00p] | 0:00 | 8:00 | 72:00 [0:00p] |
| Evans, Edna ID: 32 | | | | | |
| Floating Holiday Days | | | | | |
| Thu 4/1/2004 | 2:00:00 | [0:00:00p] | 0:00:00 | 1:00:00 | 1:00:00 [0:00:00p] |
| Personal Hours | | | | | |
| Thu 4/1/2004 | 48:00 | [0:00p] | 0:00 | 24:00 | 24:00 [0:00p] |
| Sick Hours | | | | | |
| Thu 4/1/2004 | 54:10 | [0:00p] | 24:25 | 0:00 | 78:17 [0:00p] |
| Vacation Hours | | | | | |
| Thu 4/1/2004 | 80:00 | [0:00p] | 0:00 | 0:00 | 80:00 [0:00p] |
| Geldres, Elise ID: 39 | | | | | |
| Floating Holiday Days | | | | | |
| Thu 4/1/2004 | 2:00:00 | [0:00:00p] | 0:00:00 | 0:00:00 | 2:00:00 [0:00:00p] |
| * Wed 6/30/2004 | 2:00:00 | [0:00:00p] | 0:00:00 | 0:00:00 | 2:00:00 [0:00:00p] |
| Personal Hours | | | | | |

Date and amount of balance reset shown

Leave type

Includes probationary balances for recently hired employees

Ending balance at end of selected period

Actual vs. Schedule by Job

This report displays individual employee and group summary actual, scheduled, and projected hours and wages for the selected period, sorted by job.

| Actual vs. Schedule by Job | | Time Period: 7/30/2004 2:50:50AM 7/30/2004 2:50:52AM | | Data Up to Date: 7/30/2004 2:50:52AM | | Printed: SuperUser | | Printed for: Optional wage information | |
|---|--|---|-----------------------------|--------------------------------------|---|--------------------|--------------------|--|--------------------|
| Time Period: | Previous Pay Period | Actual Hours | Scheduled Hours | Projected Hours | Variance Hours | Actual Wages | Scheduled Wages | Projected Wages | Variance Wages |
| Query: | Selected Locations | Shows scheduled employee hours | Shows actual employee hours | Shows projected hours for pay period | Variance between actual and scheduled hours | Shows actual hours | Shows actual hours | Shows actual hours | Shows actual hours |
| Pay Codes: | (35): [Absent][Bereavement][Bonus][Callback][Daily][OT][Day][Day-OT][Double Time][Evening][Floating Holiday][FMLA][Hol-Credit][Holiday][Jury][Night-OT][On-C | Actual Hours | Scheduled Hours | Projected Hours | Variance Hours | Actual Wages | Scheduled Wages | Projected Wages | Variance Wages |
| Worked Job: Organization/MFG/SE/Miami/Olisen/Asmb/FA/Asmb/AsbAO | | | | | | | | | |
| Kilian, Jen ID 38 | | | | | | | | | |
| Evening | | 36:00 | 40:00 | 36:00 | 4:00 | \$918.00 | \$1,020.00 | \$918.00 | \$102.00 |
| Regular | | 4:00 | 0:00 | 4:00 | (4:00) | \$100.00 | \$0.00 | \$100.00 | (\$100.00) |
| Unapproved OT | | 4:00 | 0:00 | 4:00 | (4:00) | \$100.00 | \$0.00 | \$100.00 | (\$100.00) |
| Sullivan, Gary ID 36 | | | | | | | | | |
| Evening | | 4:30 | 0:00 | 4:30 | (4:30) | \$114.75 | \$0.00 | \$114.75 | (\$114.75) |
| Eve-OT | | 8:30 | 0:00 | 8:30 | (8:30) | \$323.00 | \$0.00 | \$323.00 | (\$323.00) |
| Regular | | 30:30 | 40:00 | 30:30 | 9:30 | \$762.50 | \$1,000.00 | \$762.50 | \$237.50 |
| Totals for Job: 87:30 80:00 87:30 \$2,318.25 \$2,020.00 \$2,318.25 (\$298.25) | | | | | | | | | |
| Worked Job: Organization/MFG/SE/Miami/Olisen/Asmb/FA/Asmb/AsbBO | | | | | | | | | |
| Baker, Ginger ID 29 | | | | | | | | | |
| Day-OT | | 2:00 | 0:00 | 2:00 | (2:00) | \$60.00 | \$0.00 | \$60.00 | (\$60.00) |
| Regular | | 36:00 | 40:00 | 36:00 | 4:00 | \$720.00 | \$800.00 | \$720.00 | \$80.00 |
| Brooks, Bob ID 31 | | | | | | | | | |
| Evening | | 0:30 | 0:00 | 0:30 | (0:30) | \$10.25 | \$0.00 | \$10.25 | (\$10.25) |
| Eve-OT | | 4:00 | 0:00 | 4:00 | (4:00) | \$122.00 | \$0.00 | \$122.00 | (\$122.00) |
| Regular | | 39:30 | 40:00 | 39:30 | 0:30 | \$790.00 | \$800.00 | \$790.00 | \$10.00 |
| Geldres, Elise ID 39 | | | | | | | | | |
| Evening | | 0:30 | 0:00 | 0:30 | (0:30) | \$10.25 | \$0.00 | \$10.25 | (\$10.25) |
| Eve-OT | | 6:00 | 0:00 | 6:00 | (6:00) | \$183.00 | \$0.00 | \$183.00 | (\$183.00) |
| Regular | | 39:30 | 40:00 | 39:30 | 0:30 | \$790.00 | \$800.00 | \$790.00 | \$10.00 |
| Totals for Job: 128:00 120:00 128:00 \$2,685.50 \$2,400.00 \$2,685.50 (\$285.50) | | | | | | | | | |

Actual vs. Schedule by Labor Account

This report displays individual employee and group summary actual, scheduled, and projected hours and wages for the selected period, sorted by labor account.

| Pay Code | Actual Hours | Scheduled Hours | Projected Hours | Variance Hours | Actual Wages | Scheduled Wages | Projected Wages | Variance Wages | |
|--|--------------|-----------------|-----------------|----------------|-------------------|-------------------|-------------------|-------------------|--|
| <p>Actual vs. Schedule by Labor Account</p> <p>Time Period: Previous Pay Period Cost Center: 403</p> <p>Query: (35); Absent Bereavement Bonus\$ Callback Daily-OT Day Day-OT Double Time Eve-O Evening Floating Holiday FMLA Hol-Credit Hol-Wrk Jury Night Night-OT On-C</p> <p>Printed: 7/20/2004 11:49:40PM Printed for: SuperUser</p> <p>Data Up to Date: 7/20/2004 11:49:39PM</p> <p>Shows scheduled employee hours</p> <p>Projected hours for pay period</p> <p>Variance between actual and scheduled hours</p> <p>Optional wage information</p> | | | | | | | | | |
| 102/203/321/403/540 | ID 32 | | | | | | | | |
| Evans, Edna | | | | | | | | | |
| Day-OT | 2:30 | 0:00 | 2:30 | (2:30) | \$75.00 | \$0.00 | \$75.00 | (\$75.00) | |
| Regular | 40:00 | 40:00 | 40:00 | 0:00 | \$800.00 | \$800.00 | \$800.00 | \$0.00 | |
| George, Pat | ID 37 | | | | | | | | |
| Evening | 0:00 | 40:00 | 0:00 | 40:00 | \$0.00 | \$820.00 | \$0.00 | \$820.00 | |
| Vacation | 40:00 | 0:00 | 40:00 | (40:00) | \$800.00 | \$0.00 | \$800.00 | (\$800.00) | |
| Totals for Labor Account: | 82:30 | 80:00 | 82:30 | (2:30) | \$1,675.00 | \$1,620.00 | \$1,675.00 | (\$55.00) | |
| 102/203/321/403/541 | ID 39 | | | | | | | | |
| Geldres, Elise | | | | | | | | | |
| Day-OT | 2:30 | 0:00 | 2:30 | (2:30) | \$75.00 | \$0.00 | \$75.00 | (\$75.00) | |
| Regular | 8:00 | 0:00 | 8:00 | (8:00) | \$160.00 | \$0.00 | \$160.00 | (\$160.00) | |
| Kilian, Jen | ID 38 | | | | | | | | |
| Evening | 8:00 | 0:00 | 8:00 | (8:00) | \$204.00 | \$0.00 | \$204.00 | (\$204.00) | |
| Totals by Labor Account: | 18:30 | 0:00 | 18:30 | (18:30) | \$439.00 | \$0.00 | \$439.00 | (\$439.00) | |
| 102/203/321/403/542 | ID 38 | | | | | | | | |
| Kilian, Jen | | | | | | | | | |
| Evening | 31:30 | 40:00 | 31:30 | 8:30 | \$803.25 | \$1,020.00 | \$803.25 | \$216.75 | |
| Torres, Katherine | ID 35 | | | | | | | | |
| Regular | 40:00 | 40:00 | 40:00 | 0:00 | \$1,000.00 | \$1,000.00 | \$1,000.00 | \$0.00 | |
| Totals for Labor Account: | 71:30 | 80:00 | 71:30 | 8:30 | \$1,803.25 | \$2,020.00 | \$1,803.25 | \$216.75 | |

Employee Hours by Job

Reports hours/amounts/wages for each job/pay code in which the employee accrued hours. The report provides totals for each employee and job per employee as well as grand totals.

| Employee Hours by Job | | Data Up to Date: | 7/20/2004 9:38:27PM | |
|-------------------------------------|--|----------------------------------|---------------------|-----------------|
| | | Printed: | 7/20/2004 9:39:17PM | |
| | | Printed for: | SuperUser | |
| Time Period: | Previous Pay Period | | | |
| Query: | MFG | | | |
| Pay Codes: | (35): Absent Bereavement Bonus\$ Callback Daily-OT Day Day-OT Double Time Eve-OT Evening Floating Holiday FMLA Hol-Credit | | | |
| Actual/Adjusted: | Actual Only | | | |
| <hr/> | | | | |
| Alcaino, Clark | ID: 202 | | | |
| | | Status: Active: 4/30/2001 | | |
| Primary Account: | Organization/MFG/SE/Atl./Sampson Metals/Asmb/FInsp/QCI | | | |
| Job | Pay Code | Money | Hours | Wages |
| AsmbA | Organization/MFG/SE/Atl./Sampson Metals/Asmb/FAsm | | | |
| | Day-OT | \$0.00 | 02:00 | \$54.00 |
| | Regular | \$0.00 | 08:00 | \$144.00 |
| | Total: | \$0.00 | 10:00 | \$198.00 |
| AsmbB | Organization/MFG/SE/Atl./Sampson Metals/Asmb/FAsm | | | |
| | Regular | \$0.00 | 08:00 | \$144.00 |
| | Total: | \$0.00 | 08:00 | \$144.00 |
| QCI | Organization/MFG/SE/Atl./Sampson Metals/Asmb/FInsp | | | |
| | Regular | \$0.00 | 24:00 | \$432.00 |
| | Total: | \$0.00 | 24:00 | \$432.00 |
| Total for: Alcaino, Clark | | \$0.00 | 42:00 | \$774.00 |
| <hr/> | | | | |
| Arick, Michael | ID: 48 | | | |
| | | Status: Active: 4/30/2001 | | |
| Primary Account: | Organization/MFG/SE/Atl./Sampson Metals/Asmb/FInsp/QCI | | | |
| Job | Pay Code | Money | Hours | Wages |
| QCI | Organization/MFG/SE/Atl./Sampson Metals/Asmb/FInsp | | | |
| | Day-OT | \$0.00 | 02:00 | \$58.50 |
| | Evening | \$0.00 | 40:00 | \$800.00 |
| | Total: | \$0.00 | 42:00 | \$858.50 |
| Total for: Arick, Michael | | \$0.00 | 42:00 | \$858.50 |
| <hr/> | | | | |
| Capparelli, Roger | ID: 205 | | | |
| | | Status: Active: 6/11/1988 | | |
| Primary Account: | Organization/MFG/SE/Atl./Sampson Metals/Asmb/FAsm/AsmbA | | | |
| Job | Pay Code | Money | Hours | Wages |
| AsmbA | Organization/MFG/SE/Atl./Sampson Metals/Asmb/FAsm | | | |
| | Regular | \$0.00 | 40:00 | \$480.00 |
| | Total: | \$0.00 | 40:00 | \$480.00 |
| Total for: Capparelli, Roger | | \$0.00 | 40:00 | \$480.00 |
| <hr/> | | | | |
| Carpenter, Jill | ID: 212 | | | |
| | | Status: Active: 1/6/2003 | | |
| Primary Account: | Organization/MFG/SE/Atl./Sampson Metals/Asmb/FAsm/AsmbB | | | |
| Job | Pay Code | Money | Hours | Wages |
| AsmbB | Organization/MFG/SE/Atl./Sampson Metals/Asmb/FAsm | | | |

Multiple jobs in which employee accrued hours

Employee's primary account (job)

Optional wage amounts

Pay codes in which employee accrued hours

Total hours worked per pay code

Employee Hours by Labor Account

This report displays hours/amounts/wages for each labor account/pay code in which the employee accrued hours. The report provides totals for each employee and labor account per employee as well as grand totals.

| Employee Hours by Labor Account | | Data Up to Date: | 7/20/2004 8:39:57PM |
|---------------------------------|--|------------------|---------------------|
| | | Printed: | 7/20/2004 8:39:59PM |
| | | Printed for: | SuperUser |
| Time Period: | Previous Pay Period | | |
| Query: | Cost Center 403 | | |
| Pay Codes: | (35): Absent Bereavement Bonus\$ Callback Daily-OT Day Day-OT Double Time Eve-OT Evening Floating Holiday FMLA Hol-Credit | | |
| Actual/Adjusted: | Actual Only | | |

| Name | ID | Status/Date | Money | Hours | Wages |
|-------------------------|---------------------|--------------------|---------------|--------------|---------------------------------|
| Home Account | | | | | |
| Geldres, Elise | 39 | Active: 10/25/1998 | | | |
| | 102/203/321/403/543 | Home labor account | | | Optional wage amounts |
| | 102/203/321/403/541 | | \$0.00 | 10:30 | \$235.00 |
| Day-OT | | | \$0.00 | 02:30 | \$75.00 |
| Regular | | | \$0.00 | 08:00 | \$160.00 |
| | 102/203/321/403/543 | | \$0.00 | 35:00 | \$725.00 |
| Day-OT | | | \$0.00 | 02:30 | \$75.00 |
| Personal | | | \$0.00 | 08:00 | \$160.00 |
| Regular | | | \$0.00 | 20:30 | \$410.00 |
| Sick | | | \$0.00 | 04:00 | \$80.00 |
| Employee Totals: | | | \$0.00 | 45:30 | \$960.00 |
| George, Pat | 37 | Active: 10/25/1998 | | | |
| | 102/203/321/403/540 | | | | Total hours worked per pay code |
| | 102/203/321/403/540 | | \$0.00 | 40:00 | \$800.00 |
| Vacation | | | \$0.00 | 40:00 | \$800.00 |
| Employee Totals: | | | \$0.00 | 40:00 | \$800.00 |
| Kilian, Jen | 38 | Active: 6/13/1993 | | | |
| | 102/203/321/403/542 | | | | |
| | 102/203/321/403/541 | | \$0.00 | 08:00 | \$204.00 |
| Evening | | | \$0.00 | 08:00 | \$204.00 |
| | 102/203/321/403/542 | | \$0.00 | 31:30 | \$803.25 |
| Evening | | | \$0.00 | 31:30 | \$803.25 |
| | 102/203/321/403/543 | | \$0.00 | 03:30 | \$125.25 |
| Day-OT | | | \$0.00 | 03:00 | \$112.50 |
| Evening | | | \$0.00 | 00:30 | \$12.75 |
| | 102/203/321/403/544 | | \$0.00 | 03:30 | \$131.25 |
| Day-OT | | | \$0.00 | 03:30 | \$131.25 |
| Employee Totals: | | | \$0.00 | 46:30 | \$1,263.75 |

Employee Schedule – Weekly

The Employee Schedule report displays the weekly schedules of selected employees. The weekly view displays shift start/stop times. Managers can use this report to answer the question “where are my employees working?” Employees can use this report to answer the question “what is my schedule?”

Employee Schedule

Time Period: 7/28/2004 - 7/30/2004

Data Up to Date: 7/30/2004 6:12:10PM
 Printed: 7/30/2004 6:12:12PM
 Printed for: fclark

FAsm

| Employee | Job | Mon 7/28/2004 | Tue 7/27/2004 | Wed 7/28/2004 | Thu 7/29/2004 | Fri 7/30/2004 | Sat 7/31/2004 | Sun 8/1/2004 |
|-----------------------|-------|-------------------------------------|--------------------------------------|--------------------------------------|----------------|------------------------------------|---------------|--------------|
| Capparelli, Roger | AsmbA | 7:00A - 3:30P <i>Lecq/Plaint</i> | 7:00A - 3:30P <i>Flinsp/Insp</i> | 7:00A - 3:30P <i>Lecq/Plaint</i> | 7:00A - 3:30P | 7:00A - 3:30P | | |
| Champine, Tim | AsmbA | 7:00A - 3:30P | 7:00A - 3:30P | 7:00A - 3:30P | 7:00A - 3:30P | 7:00A - 3:30P | | |
| Cotton, Amanda | AsmbA | 3:00P - 11:30P <i>Asmb/Float</i> | 3:00P - 11:30P <i>Flinsp/Insp</i> | 3:00P - 11:30P <i>Lecq/Plaint</i> | 3:00P - 11:30P | 3:00P - 11:30P | | |
| Krawetz, Kyle | AsmbA | 11:00P - 7:30A | 11:00P - 7:30A | 11:00P - 7:30A | 11:00P - 7:30A | 11:00P - 7:30A | | |
| St. Pierre, Christine | AsmbA | 3:00P - 11:30P | 3:00P - 11:30P | 3:00P - 11:30P | 3:00P - 11:30P | 3:00P - 11:30P | | |
| Carpenter, Jill | AsmbB | 11:00P - 7:30A | 11:00P - 7:30A | 11:00P - 7:30A | 11:00P - 7:30A | 11:00P - 7:30A | | |
| Disano, Tony | AsmbB | 7:00A - 3:30P | Vacation 8:00 | 7:00A - 3:30P | 7:00A - 3:30P | 7:00A - 3:30P | | |
| Hoyle, Liam | AsmbB | 7:00A - 3:30P | 7:00A - 3:30P | 7:00A - 3:30P | 7:00A - 3:30P | 7:00A - 3:30P | | |
| O'Donnell, Robert | AsmbB | 3:00P - 11:30P | 3:00P - 11:30P | 3:00P - 11:30P | 3:00P - 11:30P | 3:00P - 11:30P | | |
| Lussier, Rob | Weld | 3:00P - 11:30P | 3:00P - 11:30P | 3:00P - 11:30P | 3:00P - 11:30P | 3:00P - 11:30P | | |
| Rogers, Jack | Weld | 7:00A - 3:30P | 7:00A - 3:30P <i>FAsm/AsmbB</i> | 7:00A - 3:30P | 7:00A - 3:30P | 7:00A - 3:30P <i>Flinsp/QCI</i> | | |
| Tedder, Owen | Weld | 7:00A - 3:30P | 7:00A - 3:30P | 7:00A - 3:30P | 7:00A - 3:30P | 7:00A - 3:30P | | |

Employees are sorted by job

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Employee Signoff

This report displays the status of timecard signoff for the pay period.

| Employee Signoff | | Data Up to Date: 7/26/2004 7:43:12AM | | Printed: 7/26/2004 7:43:13AM | | Printed for: SuperUser | |
|--|------------|--|-----------------------|------------------------------|----------|------------------------|---------------------------------|
| Query: Cost Center 403 (Previous Pay Period) * | | | | | | | |
| *Note: The time period in this report applies only to the HyperFind query, limiting the list of employees found. Other data in this report is not limited by the time period, and is relevant to the time when the report was run. | | | | | | | |
| Name | Status | ID | Status Date | Manager | Pending? | Signed Off Through | Previous Pay Period Signed Off? |
| Start Date | End Date | Signed Off By Account | Sign Off Performed On | | | | |
| Baker, Ginger Active | 10/25/1998 | 29 SuperUser | 7/26/2004 7:33:23AM | Jones, Beryl | | 7/25/2004 | Yes |
| Bonds, Bill W Active | 7/6/2004 | 9867253 | 7/6/2004 | Jones, Beryl | | | No |
| 7/6/2004 | 7/15/2004 | Organization/MFG/SE/Miami/Olsen/Asmb/Supr 101/202/301/401/501 | | | | | |
| 7/15/2004 | 7/23/2004 | Organization/MFG/SE/Miami/Olsen/Asmb/Supr 101/201/301/405/501 | | | | | |
| 7/23/2004 | 7/26/2004 | Organization/MFG/SE/Miami/Olsen/PayMG 101/201/301/404/501 | | | | | |
| 7/26/2004 | Forever | Organization/MFG/SE/Miami/Olsen/Asmb/Supr 101/201/301/403/501 | | | | | |
| Brooks, Bob Active | 2/21/1998 | 31 SuperUser | 7/26/2004 7:33:23AM | Jones, Beryl | | 7/25/2004 | Yes |
| Evans, Edna Active | 3/7/1997 | 32 SuperUser | 7/26/2004 7:33:23AM | Jones, Beryl | | 7/25/2004 | Yes |
| Geldres, Elise Active | 10/25/1998 | 39 SuperUser | 7/26/2004 7:33:23AM | Jones, Beryl | | 7/25/2004 | Yes |
| George, Pat Active | 10/25/1998 | 37 SuperUser | 7/26/2004 7:33:23AM | Jones, Beryl | | 7/25/2004 | Yes |
| Johnson, Emily Active | 2/21/1998 | 44 SuperUser | 7/26/2004 7:33:23AM | Jones, Beryl | | 7/25/2004 | Yes |

Indicates signoff status

Primary account and effective date(s)

Indicates manager and date/time of signoff

Employee status and active date

Employees Currently Earning Time (On Premise)

This report displays those employees who have an in-punch (or start time entered) and no out-punch (no end time entered) between the time of the in-punch and the time the report is generated.

| Application Source | | ID | In Punch | User Account Name | Client IP Address | Server URL | Terminal |
|--------------------------|--|-----|---------------------|-------------------|-------------------|------------|----------|
| Group Editor | | | | | | | |
| Adams, Donald | | 101 | 7/20/2004 1:00:00PM | SuperUser | 192.168.0.13 | dass | |
| Baker, Ginger | | 29 | 7/20/2004 1:00:00PM | SuperUser | 192.168.0.13 | dass | |
| Bush, Diane | | 303 | 7/20/2004 1:00:00PM | SuperUser | 192.168.0.13 | dass | |
| Campos, Chloe | | 107 | 7/20/2004 1:00:00PM | SuperUser | 192.168.0.13 | dass | |
| Johnson, Emily | | 44 | 7/20/2004 5:00:00PM | SuperUser | 192.168.0.13 | dass | |
| Johnson, Jean | | 33 | 7/20/2004 5:00:00PM | SuperUser | 192.168.0.13 | dass | |
| Santos, Diana | | 116 | 7/20/2004 5:00:00PM | SuperUser | 192.168.0.13 | dass | |
| Super, Pat | | 45 | 7/20/2004 5:00:00PM | SuperUser | 192.168.0.13 | dass | |
| Tedder, Owen | | 214 | 7/20/2004 5:00:00PM | SuperUser | 192.168.0.13 | dass | |
| Young, Katrina | | 115 | 7/20/2004 5:00:00PM | SuperUser | 192.168.0.13 | dass | |
| Pay From Schedule | | | | | | | |
| Arick, Michael | | 48 | 7/20/2004 3:00:00PM | | | | |
| Cotton, Amanda | | 206 | 7/20/2004 3:00:00PM | | | | |
| George, Pat | | 37 | 7/20/2004 3:00:00PM | | | | |
| Jackson, Joan | | 109 | 7/20/2004 3:00:00PM | | | | |
| Jacobs, Joseph | | 6 | 7/20/2004 3:00:00PM | | | | |
| Kamensky, Annie | | 110 | 7/20/2004 3:00:00PM | | | | |
| Kilian, Jen | | 38 | 7/20/2004 3:00:00PM | | | | |
| Lussier, Rob | | 215 | 7/20/2004 3:00:00PM | | | | |

Employees Currently Earning Time(On Premise)

Data Up to Date: 7/20/2004 5:30:09PM
 Printed: 7/20/2004 5:30:13PM
 Printed for: SuperUser

Query: All Home (Today) *

*Note: The time period in this report applies only to the HyperFind query, limiting the list of employees found. Other data in this report is not limited by the time period, and is relevant to the time when the report was run.

Identifies source of in-punch or start time

Identifies user if punches are entered manually

Identifies source of in-punch or start time

Identifies source of punch

Start times

Employee Transactions and Totals

Displays pay code transaction data and totals by employee as well as a grand total. Pay codes, their respective time or amount totals, and wages are displayed. Combined pay codes display separately with their respective time or money amount totals.

Employee Transactions & Totals

Time Period: Previous Pay Period
 Query: Previously Selected Employee(s)
 Pay Codes: (35) | Absent | All Hours | All Non-Productive | All Regular | Bereavement | Bonus | Callback | Daily-OT | Day-OT | Double Time | Eve-OT | Evening | Floating Holiday | FMLA | Hol-Credit | Ho
 Actual/Adjusted: Actual Only

Data Up to Date: 7/2/2004 8:38:37AM
 Printed: 7/2/2004 7:38:56AM
 Printed for: SuperUser

7/2/2004 8:38:37AM
 7/2/2004 7:38:56AM
 SuperUser

| Employee: Bliss, Anna | | ID: | 104 | | | |
|-----------------------|-------------|-----------|----------|--------|------------|--------------|
| Transactions: | Day | Date | Pay Code | Money | Entered By | Datasource |
| | Fri | 7/16/2004 | Training | | SuperUser | Group Editor |
| Totals: | All Regular | | | \$0.00 | 80:00 | \$2,800.00 |
| | | | | \$0.00 | 80:00 | \$2,800.00 |
| | Regular | | | \$0.00 | 72:00 | \$2,520.00 |
| | Training | | | \$0.00 | 8:00 | \$280.00 |
| Totals: | | | | \$0.00 | 80:00 | \$2,800.00 |

Pay code transaction detail

| Employee: Brooks, Bob | | ID: | 31 | | | |
|-----------------------|--------------------|-----------|----------|--------|------------|-----------------|
| Transactions: | Day | Date | Pay Code | Money | Entered By | Datasource |
| | Mon | 7/12/2004 | Sick | | SuperUser | Timecard Editor |
| | Thu | 7/15/2004 | Vacation | | SuperUser | Timecard Editor |
| | Fri | 7/16/2004 | Training | | SuperUser | Group Editor |
| Totals: | All Non-Productive | | | \$0.00 | 16:00 | \$320.00 |
| | All Regular | | | \$0.00 | 24:00 | \$480.00 |
| Totals: | | | | \$0.00 | 40:00 | \$800.00 |
| | Regular | | | \$0.00 | 16:00 | \$320.00 |
| | Sick | | | \$0.00 | 8:00 | \$160.00 |
| | Training | | | \$0.00 | 8:00 | \$160.00 |
| | Vacation | | | \$0.00 | 8:00 | \$160.00 |
| Totals: | | | | \$0.00 | 40:00 | \$800.00 |

Shows originating source where hours were entered, e.g., terminal, pay from schedule, group edit

Optional wage data displays

Employee hours by combined pay codes

Employee hours by pay code transaction

Exceptions

The exceptions report displays exceptions and comments attached to the start or end of a shift, break, or meal, as well as absences for each employee within the specified time period.

| Time Period: | | Data Up to Date: | | | | | | | | | | | | | | | | | | |
|---|-------------------|-----------------------------|----------------------|--------|-----------------------|-----------|-------|-----------------------------|------------|---|------|-----------------|---|-----|----------|---|------|--------------------|---|-----|
| 7/20/2004 1:10:51PM | | 7/20/2004 1:10:53PM | | | | | | | | | | | | | | | | | | |
| Printed: | | Printed for: | | | | | | | | | | | | | | | | | | |
| SupertUser | | SupertUser | | | | | | | | | | | | | | | | | | |
| Exception Day/Date | Exception | Scheduled | Actual or Pay Code | Amount | Amount Over Exception | | | | | | | | | | | | | | | |
| Evans, Edna ID: 32 | | | | | | | | | | | | | | | | | | | | |
| Mon 7/12/2004 | Unexcused Absence | | | | | | | | | | | | | | | | | | | |
| Tue 7/13/2004 | Late In | 7/13/2004 7:00:00AM | 7/13/2004 7:10:00AM | 0:10 | 0:02 | | | | | | | | | | | | | | | |
| Wed 7/14/2004 | Early In | 7/14/2004 7:00:00AM | 7/14/2004 6:30:00AM | 0:30 | 0:22 | | | | | | | | | | | | | | | |
| Thu 7/15/2004 | Excused Absence | | Personal | 0:00 | | | | | | | | | | | | | | | | |
| <table border="1"> <thead> <tr> <th>Exception</th> <th>Total</th> <th>Total Amount Over Exception</th> </tr> </thead> <tbody> <tr> <td>Early In:</td> <td>1</td> <td>0:22</td> </tr> <tr> <td>Excused Absence</td> <td>1</td> <td>N/A</td> </tr> <tr> <td>Late In:</td> <td>1</td> <td>0:02</td> </tr> <tr> <td>Unexcused Absence:</td> <td>1</td> <td>N/A</td> </tr> </tbody> </table> | | | | | | Exception | Total | Total Amount Over Exception | Early In: | 1 | 0:22 | Excused Absence | 1 | N/A | Late In: | 1 | 0:02 | Unexcused Absence: | 1 | N/A |
| Exception | Total | Total Amount Over Exception | | | | | | | | | | | | | | | | | | |
| Early In: | 1 | 0:22 | | | | | | | | | | | | | | | | | | |
| Excused Absence | 1 | N/A | | | | | | | | | | | | | | | | | | |
| Late In: | 1 | 0:02 | | | | | | | | | | | | | | | | | | |
| Unexcused Absence: | 1 | N/A | | | | | | | | | | | | | | | | | | |
| Geldres, Elise ID: 39 | | | | | | | | | | | | | | | | | | | | |
| Mon 7/12/2004 | Early Out | 7/12/2004 3:30:00PM | 7/12/2004 2:58:00PM | 0:32 | 0:24 | | | | | | | | | | | | | | | |
| Tue 7/13/2004 | Early Out | 7/13/2004 3:30:00PM | 7/13/2004 11:00:00AM | 4:30 | 4:22 | | | | | | | | | | | | | | | |
| Fri 7/16/2004 | Excused Absence | | Personal | 8:00 | | | | | | | | | | | | | | | | |
| <table border="1"> <thead> <tr> <th>Exception</th> <th>Total</th> <th>Total Amount Over Exception</th> </tr> </thead> <tbody> <tr> <td>Early Out:</td> <td>2</td> <td>4:46</td> </tr> <tr> <td>Excused Absence</td> <td>1</td> <td>N/A</td> </tr> </tbody> </table> | | | | | | Exception | Total | Total Amount Over Exception | Early Out: | 2 | 4:46 | Excused Absence | 1 | N/A | | | | | | |
| Exception | Total | Total Amount Over Exception | | | | | | | | | | | | | | | | | | |
| Early Out: | 2 | 4:46 | | | | | | | | | | | | | | | | | | |
| Excused Absence | 1 | N/A | | | | | | | | | | | | | | | | | | |

Holiday Credits

Displays holiday credits issued and/or denied for each employee for each holiday in the time-frame. When a credit is denied (did not qualify for holiday credits), a reason displays indicating which criterion the employee failed to satisfy.

| Holiday Credits | | Data Up to Date: 7/20/2004 10:34:28AM | |
|----------------------------|-----------------------------|---|---|
| Time Period: 7/04/2004 | | Printed: 7/20/2004 10:34:29AM | |
| Query: Cost Center 403 | | Printed for: SuperUser | |
| Holiday Credit Type: Both | | | |
| Name | ID: | Pay Rule | Primary Labor Account Assignment |
| Holiday Date | Holiday Name | Details | |
| Baker, Ginger 7/4/2004 | 29 Independence Day 2004 | To the following Pay Codes: Full Time-lunch30 PFS Hol-Credit 8:00 Granted | 102/203/321/403/543 Organization/MFG/SE/Miami/Olsen/Asmb/FAsmb /AsbBO Primary Job: |
| Brooks, Bob 7/4/2004 | 31 Independence Day 2004 | Did not work scheduled shift before the holiday 7/2/2004 Full Time-lunch30 PFS Hol-Credit Amount of holiday credit granted | 102/203/321/403/543 Organization/MFG/SE/Miami/Olsen/Asmb/FAsmb /AsbBO Primary Job: |
| Evans, Edna 7/4/2004 | 32 Independence Day 2004 | Denied Hol-Credit Full Time-lunch30 PFS To the following Pay Codes: | 102/203/321/403/540 Organization/MFG/SE/Miami/Olsen/Asmb/Prep/ MH Primary Job: |
| Geldres, Elise 7/4/2004 | 39 Independence Day 2004 | Reason denied Hol-Credit Full Time-lunch30 PFS Did not work scheduled shift after the holiday 7/5/2004 | 102/203/321/403/543 Organization/MFG/SE/Miami/Olsen/Asmb/FAsmb /AsbBO Primary Job: |
| George, Pat 7/4/2004 | 37 Independence Day 2004 | Holiday credit denied Hol-Credit Full Time-lunch30 PFS To the following Pay Codes: 8:00 Granted | 102/203/321/403/540 Organization/MFG/SE/Miami/Olsen/Asmb/Prep/ MH Primary Job: |

Hours by Job

This report displays money/hours/wages for each location's job in which employees accrued hours. The report totals money/hours/wages for each location's job by pay code.

| Job | Pay Code | Money | Hours | Wages |
|---|----------|--------------------------------------|--------|------------|
| Hours by Job | | | | |
| Time Period: Previous Pay Period | | Data Up to Date: 7/20/2004 6:09:04PM | | |
| Query: MFG | | Printed: 7/20/2004 6:09:08PM | | |
| Pay Codes: (35): Absent Bereavement Bonus\$ Callback Daily-OT Day Day-OT Double Time Eve-OT Evening Floating Holiday FMLA Hol-Credit | | Printed for: SuperUser | | |
| Actual/Adjusted: Actual Only | | | | |
| Asmb | | | | |
| Organization/MFG/SE/Atl./Sampson Metals/Asmb | | | | |
| Float | Regular | \$0.00 | 40:00 | \$800.00 |
| Totals: | | \$0.00 | 40:00 | \$800.00 |
| Totals for Asmb: | | \$0.00 | 40:00 | \$800.00 |
| FAsm | | | | |
| Organization/MFG/SE/Atl./Sampson Metals/Asmb/FAsm | | | | |
| AsmbA | Evening | \$0.00 | 80:00 | \$1,000.00 |
| | Regular | \$0.00 | 120:00 | \$1,440.00 |
| Totals: | | \$0.00 | 200:00 | \$2,440.00 |
| AsmbB | Evening | \$0.00 | 40:00 | \$380.00 |
| | Regular | \$0.00 | 120:00 | \$1,080.00 |
| Totals: | | \$0.00 | 160:00 | \$1,460.00 |
| Weld | Evening | \$0.00 | 40:00 | \$660.00 |
| | Regular | \$0.00 | 80:00 | \$1,280.00 |
| Totals: | | \$0.00 | 120:00 | \$1,940.00 |
| Totals for FAsm: | | \$0.00 | 480:00 | \$5,840.00 |
| FInsp | | | | |
| Organization/MFG/SE/Atl./Sampson Metals/Asmb/FInsp | | | | |
| QCI | Day-OT | \$0.00 | 04:00 | \$112.50 |
| | Evening | \$0.00 | 40:00 | \$800.00 |
| | Regular | \$0.00 | 40:00 | \$720.00 |
| Totals: | | \$0.00 | 84:00 | \$1,632.50 |
| Totals for FInsp: | | \$0.00 | 84:00 | \$1,632.50 |
| Grand Totals: | | \$0.00 | 604:00 | \$8,272.50 |
| Grand Total by Pay Codes | | | | |
| Day-OT | | | 04:00 | \$112.50 |
| Evening | | | 200:00 | \$2,840.00 |
| Regular | | | 400:00 | \$5,320.00 |
| Grand Totals: | | \$0.00 | 604:00 | \$8,272.50 |

Hours by Labor Account

This report displays money/hours/wages for each labor account in which employees accrued hours. The report totals money/hours/wages for each labor account by pay code.

| Hours by Labor Account | | Data Up to Date: | 7/20/2004 6:41:56PM | |
|----------------------------|--|------------------|---------------------|-------------------|
| | | Printed: | 7/20/2004 6:41:59PM | |
| | | Printed for: | SuperUser | |
| Time Period: | Previous Pay Period | | | |
| Query: | MFG | | | |
| Pay Codes: | (35): Absent Bereavement Bonus\$ Callback Daily-OT Day Day-OT Double Time Eve-OT Evening Floating Holiday FMLA Hol-Credit | | | |
| Actual/Adjusted: | Actual Only | | | |
| 102/204/318/406/525 | | Money | Hours | Wages |
| Evening | | \$0.00 | 72:00 | \$884.00 |
| Regular | | \$0.00 | 120:00 | \$1,440.00 |
| Vacation | | \$0.00 | 08:00 | \$112.00 |
| Totals: | | \$0.00 | 200:00 | \$2,436.00 |
| 102/204/318/406/526 | | | | |
| Evening | | \$0.00 | 40:00 | \$380.00 |
| Regular | | \$0.00 | 120:00 | \$1,080.00 |
| Totals: | | \$0.00 | 160:00 | \$1,460.00 |
| 102/204/318/406/527 | | | | |
| Evening | | \$0.00 | 40:00 | \$660.00 |
| Regular | | \$0.00 | 80:00 | \$1,280.00 |
| Totals: | | \$0.00 | 120:00 | \$1,940.00 |
| 102/204/318/406/528 | | | | |
| Day-OT | | \$0.00 | 04:00 | \$112.50 |
| Evening | | \$0.00 | 40:00 | \$800.00 |
| Regular | | \$0.00 | 40:00 | \$720.00 |
| Totals: | | \$0.00 | 84:00 | \$1,632.50 |
| 102/204/318/406/529 | | | | |
| Regular | | \$0.00 | 40:00 | \$800.00 |
| Totals: | | \$0.00 | 40:00 | \$800.00 |
| Totals for 102: | | \$0.00 | 604:00 | \$8,268.50 |
| Grand Totals: | | \$0.00 | 604:00 | \$8,268.50 |
| Pay Code Summary | | Money | Hours | Wages |
| Day-OT | | | 04:00 | \$112.50 |
| Evening | | | 192:00 | \$2,724.00 |
| Regular | | | 400:00 | \$5,320.00 |
| Vacation | | | 08:00 | \$112.00 |
| Grand Totals: | | \$0.00 | 604:00 | \$8,268.50 |

102/204/318/406/525

Evening
Regular
Vacation

Pay codes accumulating hours

Optional wages

102/204/318/406/526

Labor account

Evening
Regular

Hours by pay code

Day-OT
Evening
Regular

Rollups by account

Regular

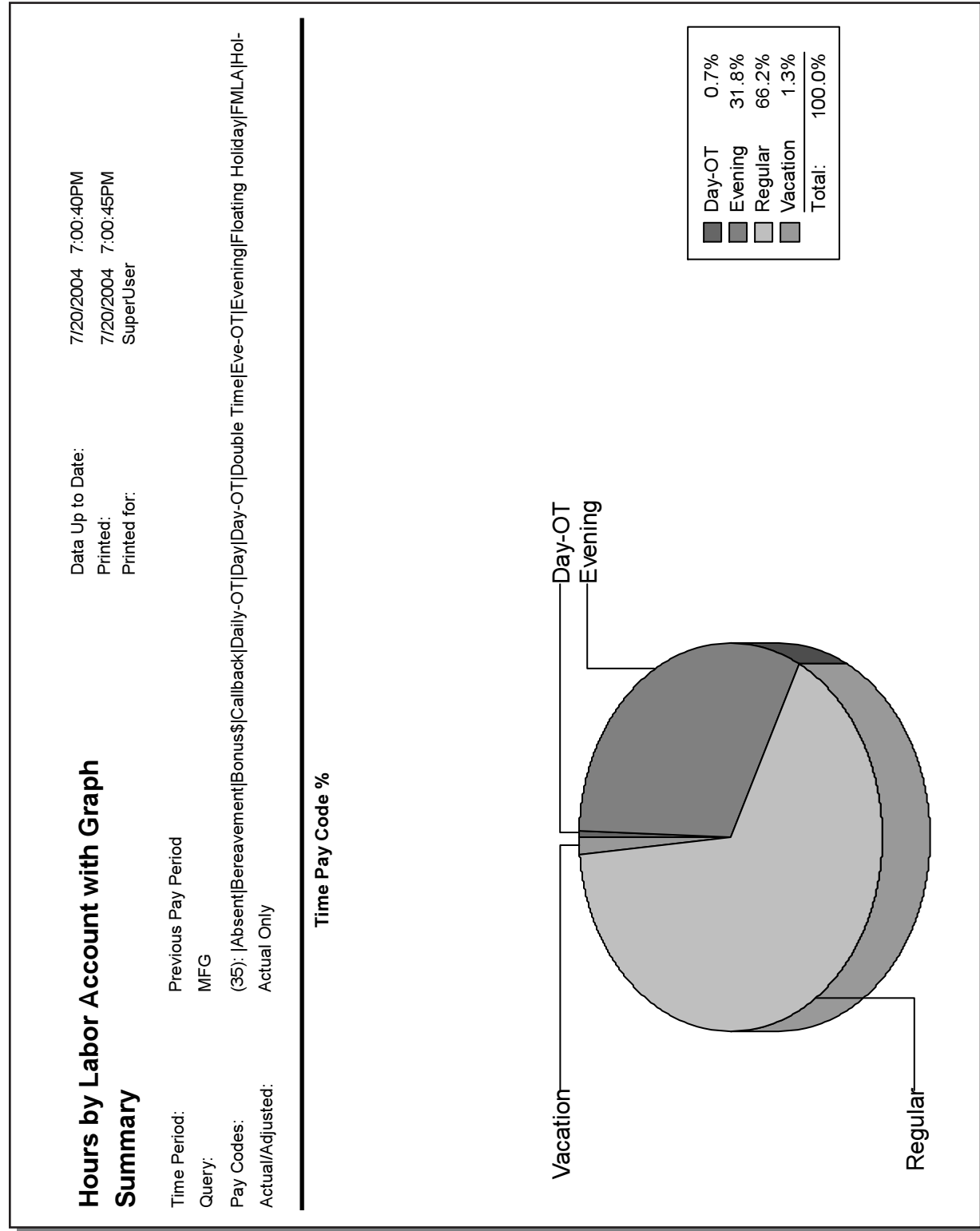
Summary data for all labor accounts

Pay Code Summary

Day-OT
Evening
Regular
Vacation

Hours by Labor Account with Graph Summary

This graph summarizes and illustrates the percentage of total hours by pay code for the labor accounts chosen to be included in the report.



Location Schedule – Monthly or Weekly

The Location Schedule report presents the weekly or monthly schedule for a location, including scheduled shifts and open shifts sorted by job. This report lists all employees who are scheduled to work in the location regardless of their primary job. It answers the question “Who is working in this location?”

Location Schedule

Time Period: 7/26/2004 - 7/30/2004

Data Up to Date: 7/30/2004 6:09:54PM
Printed: 7/30/2004 6:09:55PM
Printed for: fclark

Location: Assembly

Sun 8/1/2004

| FAsm | | | | | | | |
|-------------------|-------|----------------|---------------------------|----------------|----------------|----------------|---------------|
| Employee | Job | Mon 7/26/2004 | Tue 7/27/2004 | Wed 7/28/2004 | Thu 7/29/2004 | Fri 7/30/2004 | Sat 7/31/2004 |
| Carpenter, Jill | AsmbB | 11:00P - 7:30A | 11:00P - 7:30A | 11:00P - 7:30A | 11:00P - 7:30A | 11:00P - 7:30A | |
| Disano, Tony | AsmbB | 7:00A - 3:30P | Vacation 8:00 | 7:00A - 3:30P | 7:00A - 3:30P | 7:00A - 3:30P | |
| Hoyle, Liam | AsmbB | 7:00A - 3:30P | 7:00A - 3:30P | 7:00A - 3:30P | 7:00A - 3:30P | 7:00A - 3:30P | |
| O'Donnell, Robert | AsmbB | 3:00P - 11:30P | 3:00P - 11:30P | 3:00P - 11:30P | 3:00P - 11:30P | 3:00P - 11:30P | |
| Rogers, Jack | AsmbB | | 7:00A - 3:30P FAsmWeld | | | | |

Notice Jack shows up in both locations because he is filling in

"FAsmWeld" indicates the department Jack is transferring from

Location Schedule

Time Period: 7/26/2004 - 7/30/2004

Data Up to Date: 7/30/2004 6:09:54PM
Printed: 7/30/2004 6:09:55PM
Printed for: fclark

Location: Inspection

Sun 8/1/2004

| FInsp | | | | | | | |
|----------------|-----|----------------|----------------|----------------|----------------|---------------------------|---------------|
| Employee | Job | Mon 7/26/2004 | Tue 7/27/2004 | Wed 7/28/2004 | Thu 7/29/2004 | Fri 7/30/2004 | Sat 7/31/2004 |
| Alcaino, Clark | OCl | 7:00A - 3:30P | 7:00A - 3:30P | 7:00A - 3:30P | 7:00A - 3:30P | Training 8:00 | |
| Arlck, Michael | OCl | 3:00P - 11:30P | 3:00P - 11:30P | 3:00P - 11:30P | 3:00P - 11:30P | 3:00P - 11:30P | |
| Rogers, Jack | OCl | | | | | 7:00A - 3:30P FAsmWeld | x |

Overtime Equalization Detail

This report shows the history of overtime offered and subsequently refused or accepted by employees. This report may be helpful in addressing employee grievances. Note: the Overtime Equalization feature must be implemented.

| Overtime Equalization Detail | | Data Up to Date: 7/26/2004 12:03:43PM | | | |
|----------------------------------|---------------------------------|---------------------------------------|----------|---------|---------------------------|
| Time Period: Previous Pay Period | | Printed: 7/26/2004 12:03:44PM | | | |
| Query: Cost Center 403 | | Printed for: SuperUser | | | |
| Effective Date | Action | Offered | Accepted | Refused | Comments |
| Baker, Ginger | | ID: 29 | | | |
| Sun 7/18/2004 | Balance Forward: | 55:00 | 45:00 | 10:00 | |
| Tue 7/20/2004 | Accepted | | 1:30 | | |
| | Total Amount Offered this Date: | 1:30 | | | |
| Wed 7/21/2004 | Refused | | | 1:30 | |
| | Total Amount Offered this Date: | 1:30 | | | |
| Thu 7/22/2004 | Refused | | | 1:30 | |
| | Total Amount Offered this Date: | 1:30 | | | |
| Fri 7/23/2004 | Accepted | | 1:30 | | |
| | Total Amount Offered this Date: | 1:30 | | | |
| Total Hours for Baker, Ginger: | | 61:00 | 48:00 | 13:00 | |
| Bonds, Bill W | | ID: 9867253 | | | |
| Sun 7/18/2004 | Balance Forward: | 24:00 | 12:00 | 12:00 | |
| Tue 7/20/2004 | Accepted | | 1:30 | | |
| | Refused | | | 1:30 | Approved Family Emergency |
| | Total Amount Offered this Date: | 3:00 | | | |
| Thu 7/22/2004 | Refused | | | 1:30 | |
| | Total Amount Offered this Date: | 1:30 | | | |
| Fri 7/23/2004 | Accepted | | 1:30 | | |
| | Total Amount Offered this Date: | 1:30 | | | |
| Total Hours for Bonds, Bill W: | | 30:00 | 15:00 | 15:00 | |
| Brooks, Bob | | ID: 31 | | | |
| Sun 7/18/2004 | Balance Forward: | 91:00 | 71:00 | 20:00 | |
| Wed 7/21/2004 | Accepted | | 4:00 | | |
| | Total Amount Offered this Date: | 4:00 | | | Department Shortage |
| Total Hours for Brooks, Bob: | | 95:00 | 75:00 | 20:00 | |
| Evans, Edna | | ID: 32 | | | |
| Sun 7/18/2004 | Balance Forward: | 59:00 | 45:00 | 14:00 | |

Shows each overtime activity day during the chosen time period

Balance Forward and Total Hours – Balances can be reset to zero at the appropriate time

Comments can be used to add explanations to overtime refused or accepted

Primary Account Detail

This report displays a history of primary job/primary labor account assignments per employee for a specified time period, and audit detail. Managers use this information to find out which primary labor accounts or primary jobs were assigned to an employee, by whom, and when the assignments were made.

| Primary Account Detail | | Printed: | 7/26/2004 6:48:55AM |
|--|---|--------------------------|---------------------|
| Time Period: 7/01/2004 - 8/01/2004 | | Printed for: | SuperUser |
| Query: Previously Selected Employee(s) | | | |
| Employees | | | |
| Baker, Ginger | | ID: | 29 |
| 7/1/2004 - 8/1/2004 | Organization/MFG/SE/Miami/Olsen/Asmb/FAsmb/AsbBO 102/203/321/403/543 | | |
| Audit Trail: | | | |
| 10/13/2003 - No End | 102/203/321/403/543 | | |
| | User: SuperUser:158.228.52.148:Unknown | Mon 10/13/2003 2:57:47PM | |
| Bonds, Bill W | | ID: | 9867253 |
| 7/26/2004 - 8/1/2004 | Organization/MFG/SE/Miami/Olsen/Asmb/Supr 101/201/301/403/501 | | |
| 7/23/2004 - 7/26/2004 | Organization/MFG/SE/Miami/Olsen/PayMG 101/201/301/404/501 | | |
| 7/15/2004 - 7/23/2004 | Organization/MFG/SE/Miami/Olsen/Asmb/Supr 101/201/301/405/501 | | |
| 7/6/2004 - 7/15/2004 | Organization/MFG/SE/Miami/Olsen/Asmb/Supr 101/202/301/401/501 | | |
| Audit Trail: | | | |
| 7/26/2004 - No End | 101/201/301/403/501 | | |
| | User: SuperUser:127.0.0.1:People Editor | Mon 7/26/2004 6:43:05AM | |
| 7/23/2004 - 7/26/2004 | 101/201/301/404/501 | | |
| | User: SuperUser:127.0.0.1:People Editor | Mon 7/26/2004 6:36:05AM | |
| 7/15/2004 - 7/23/2004 | 101/201/301/405/501 | | |
| | User: SuperUser:127.0.0.1:People Editor | Mon 7/26/2004 6:35:26AM | |
| 7/6/2004 - 7/15/2004 | 101/202/301/401/501 | | |
| | User: SuperUser:192.168.0.13:People Editor | Mon 7/26/2004 6:33:26AM | |
| 7/26/2004 - 7/6/2004 | 102/203/321/403/543 | | |
| | User: SuperUser:192.168.0.13:People Editor | Mon 7/26/2004 2:28:46AM | |
| Brooks, Bob | | ID: | 31 |
| 7/1/2004 - 8/1/2004 | Organization/MFG/SE/Miami/Olsen/Asmb/FAsmb/AsbBO 102/203/321/403/543 | | |
| Audit Trail: | | | |
| 10/13/2003 - No End | 102/203/321/403/543 | | |
| | User: SuperUser:158.228.52.148:Unknown | Mon 10/13/2003 3:03:13PM | |
| Evans, Edna | | ID: | 32 |
| 7/1/2004 - 8/1/2004 | Organization/MFG/SE/Miami/Olsen/Asmb/Prep/MH 102/203/321/403/540 | | |
| Audit Trail: | | | |
| 10/13/2003 - No End | 102/203/321/403/540 | | |
| | User: SuperUser:158.228.52.148:Unknown | Mon 10/13/2003 3:04:17PM | |
| Geldres, Elise | | ID: | 39 |
| 7/1/2004 - 8/1/2004 | Organization/MFG/SE/Miami/Olsen/Asmb/FAsmb/AsbBO 102/203/321/403/543 | | |
| Audit Trail: | | | |
| 10/13/2003 - No End | 102/203/321/403/543 | | |
| | User: SuperUser:158.228.52.148:Unknown | Mon 10/13/2003 4:35:34PM | |

Dates during which the employee was assigned to a particular primary account

Job and labor account assigned to the employee

Source, date, and editor of primary account

Punch Origin

This report displays in/out punch dates and times for selected employees, including source information: server, client IP address username, and application. This report can be used to investigate the source of a given employee's location when he/she indicated a start time for the day.

| Punch Date/time | | User | Client | Server | Datasource |
|-------------------------------|--|-----------|--------------|--------|-------------------|
| Adams, Julie ID: 1 | | | | | |
| 7/15/2004 9:00:00AM | | System | System | System | Schedule Editor |
| 7/15/2004 3:00:00PM | | cfryman | 192.168.0.13 | dass | Timecard Editor |
| 7/16/2004 9:00:00AM | | | | | [Scheduled Punch] |
| 7/16/2004 2:00:00PM | | | | | [Scheduled Punch] |
| Aguirre, Raymond ID: 4 | | | | | |
| 7/12/2004 9:00:00AM | | | | | [Scheduled Punch] |
| 7/12/2004 2:00:00PM | | | | | [Scheduled Punch] |
| 7/13/2004 9:00:00AM | | | | | [Scheduled Punch] |
| 7/13/2004 2:00:00PM | | | | | [Scheduled Punch] |
| 7/14/2004 9:00:00AM | | | | | [Scheduled Punch] |
| 7/14/2004 2:00:00PM | | | | | [Scheduled Punch] |
| 7/15/2004 9:00:00AM | | | | | [Scheduled Punch] |
| 7/15/2004 2:00:00PM | | | | | [Scheduled Punch] |
| 7/16/2004 9:00:00AM | | | | | [Scheduled Punch] |
| 7/16/2004 2:00:00PM | | | | | [Scheduled Punch] |
| Alcaino, Clark ID: 202 | | | | | |
| 7/12/2004 7:00:00AM | | | | | [Scheduled Punch] |
| 7/12/2004 3:30:00PM | | | | | [Scheduled Punch] |
| 7/13/2004 7:00:00AM | | System | System | System | Schedule Editor |
| 7/13/2004 5:30:00PM | | SuperUser | 192.168.0.13 | dass | Timecard Editor |
| 7/14/2004 7:00:00AM | | | | | [Scheduled Punch] |
| 7/14/2004 3:30:00PM | | | | | [Scheduled Punch] |
| 7/15/2004 7:00:00AM | | SuperUser | 192.168.0.13 | dass | Timecard Editor |
| 7/15/2004 3:30:00PM | | System | System | System | Schedule Editor |
| 7/16/2004 7:00:00AM | | | | | [Scheduled Punch] |
| 7/16/2004 3:30:00PM | | | | | [Scheduled Punch] |
| Arick, Michael ID: 48 | | | | | |
| 7/12/2004 3:00:00PM | | System | System | System | Schedule Editor |
| 7/13/2004 1:30:00AM | | SuperUser | 192.168.0.13 | dass | Timecard Editor |
| 7/13/2004 3:00:00PM | | System | System | System | Schedule Editor |
| 7/13/2004 11:30:00PM | | System | System | System | Schedule Editor |
| 7/14/2004 3:00:00PM | | System | System | System | Schedule Editor |
| 7/14/2004 11:30:00PM | | System | System | System | Schedule Editor |
| 7/15/2004 3:00:00PM | | | | | [Scheduled Punch] |
| 7/15/2004 11:30:00PM | | | | | [Scheduled Punch] |
| 7/16/2004 3:00:00PM | | | | | [Scheduled Punch] |
| 7/16/2004 11:30:00PM | | | | | [Scheduled Punch] |
| Babson, Mildred ID: 2 | | | | | |
| 7/12/2004 9:00:00AM | | | | | [Scheduled Punch] |
| 7/12/2004 2:00:00PM | | | | | [Scheduled Punch] |
| 7/13/2004 9:00:00AM | | | | | [Scheduled Punch] |
| 7/13/2004 2:00:00PM | | | | | [Scheduled Punch] |
| 7/14/2004 9:00:00AM | | | | | [Scheduled Punch] |
| 7/14/2004 2:00:00PM | | | | | [Scheduled Punch] |
| 7/15/2004 9:00:00AM | | | | | [Scheduled Punch] |
| 7/15/2004 2:00:00PM | | | | | [Scheduled Punch] |
| 7/16/2004 9:00:00AM | | | | | [Scheduled Punch] |
| 7/16/2004 2:00:00PM | | | | | [Scheduled Punch] |

Shows component of the application that actually generated the punch data

Shows user making edits

Identifies computer from which edit was made

Identifies application server that accepted the punch data

Time Detail

The Time Detail displays detailed data about each employee's productive and non-productive hours. Summary data displays per employee totaling time and money by labor level and pay code.

Time Detail

Time Period: Previous Pay Period
 Query: Previously Selected Employee(s)
 Actual/Adjusted: Actual Only

Data Up to Date: 7/20/2004 2:46:24PM
 Printed: 7/20/2004 2:46:25PM
 Printed for: SuperUser
 Insert Page Break After Each Employee: No

Employee: Geldres, Elise
Primary Account Start: 10/13/2003
End: Forever

ID: 39
Status: Active
Pay Rule: Full Time-lunch30 PFS

Timezone: Eastern
Status Date: 10/25/1998
Organization: MFG/SE/Miami/Olsen/Asmb/FAmb/AsbBO

| Date | Apply To | In Punch | In Exc | Out Punch | Out Exc | Money Amount | Adj/Ent Amount | Totaled Amount | Cum. Tot. Amount |
|------------------------------|----------|--------------------------------------|-----------|--------------------------|---------|--------------|----------------|----------------|------------------|
| <i>Xfr/Move: Labor Level</i> | | <i>Comment</i> | | <i>Xfr: Workrule</i> | | | | | |
| 7/12/2004 | In punch | 7:00:00AM | Out punch | 2:58:00PM | EV | | | 7:30 | 7:30 |
| | | O: Early Out - Child Dismissed Early | | Very early out exception | | | | | |
| 7/13/2004 | Sick | | | | | | 4:00 | | 11:30 |
| | | Excused Absence - Child Sick | | | | | | | |
| 7/13/2004 | | 7:00:00AM | | 11:30:00AM | EV | | | 4:30 | 16:00 |
| 7/14/2004 | | 7:00:00AM | | 3:30:00PM | | | | 8:00 | 24:00 |
| 7/15/2004 | ///541 | 7:00:00AM | | 3:30:00PM | | | | 8:00 | 32:00 |

Job Summary

| Pay Code | Money | Hours |
|----------------|---|-------|
| AsbBO | Organization/MFG/SE/Miami/Olsen/Asmb/FAmb | |
| Regular | | 28:00 |
| Sick | | 4:00 |
| Totals: | \$0.00 | 32:00 |

Labor Account Summary

| Pay Code | Money | Hours |
|------------------------|--------------|--------------|
| (x)102/203/321/403/541 | | |
| Regular | | 8:00 |
| 102/203/321/403/543 | | |
| Regular | | 20:00 |
| Sick | | 4:00 |
| Pay Code | Money | Hours |

Pay Code Summary

| | |
|----------------|---------------------|
| Regular | 28:00 |
| Sick | 4:00 |
| Totals: | \$0.00 32:00 |

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Timecard Signoff/Approval Audit Trail

This report displays audit information related to signoff or approval of timecards, including date/time and who performed the action.

| Date/Time | Type | Amount | Edit Date/Time | User | Server | Client | Datasource |
|--|------------------------|--------|---------------------|-----------|--------|--------------|-----------------|
| Timecard Signoff/Approval Audit Trail | | | | | | | |
| Time Period: Previous Pay Period 7/20/2004 3:59:13PM Query: Cost Center 401 SuperUser | | | | | | | |
| Database Time Zone: (GMT -06:00) Central Time (Applies to data in "Edit Date/Time" column) | | | | | | | |
| Printed: 7/20/2004 3:59:13PM Printed for: SuperUser | | | | | | | |
| Comments | | | | | | | |
| Action performed | | | | | | | |
| Name: Adams, Julie | | | | | | | |
| 7/12/2004 - 7/18/2004 | Approval by Manager | | 7/20/2004 3:45:59PM | cfyman | class | 192.168.0.13 | Group Editor |
| 7/18/2004 | Sign Off | | 7/20/2004 3:56:49PM | SuperUser | class | 192.168.0.13 | Group Editor |
| Name: Aguirre, Raymond | | | | | | | |
| ID: 4 | | | | | | | |
| 7/12/2004 - 7/18/2004 | Approval by Manager | | 7/20/2004 3:45:59PM | cfyman | class | 192.168.0.13 | Group Editor |
| 7/18/2004 | Sign Off | | 7/20/2004 3:56:49PM | SuperUser | class | 192.168.0.13 | Group Editor |
| Name: Anderson, James | | | | | | | |
| ID: 30 | | | | | | | |
| 7/5/2004 - 7/18/2004 | Approval by Manager | | 7/20/2004 3:45:59PM | cfyman | class | 192.168.0.13 | Group Editor |
| 7/18/2004 | Sign Off | | 7/20/2004 3:56:49PM | SuperUser | class | 192.168.0.13 | Group Editor |
| Name: Fallon, Jane | | | | | | | |
| ID: 5 | | | | | | | |
| 7/12/2004 - 7/18/2004 | Approval by Manager | | 7/20/2004 3:45:59PM | cfyman | class | 192.168.0.13 | Group Editor |
| 7/18/2004 | Sign Off | | 7/20/2004 3:56:49PM | SuperUser | class | 192.168.0.13 | Group Editor |
| Name: Jacobs, Joseph | | | | | | | |
| ID: 6 | | | | | | | |
| 7/12/2004 - 7/18/2004 | Approval by Manager | | 7/20/2004 3:45:59PM | cfyman | class | 192.168.0.13 | Group Editor |
| 7/13/2004 | (Add Overtime Approval | 0:15 | 7/20/2004 3:43:49PM | cfyman | class | 192.168.0.13 | Timecard Editor |
| 7/18/2004 | Sign Off | | 7/20/2004 3:56:49PM | SuperUser | class | 192.168.0.13 | Group Editor |
| Name: Jones, Douglas | | | | | | | |
| ID: 7 | | | | | | | |
| 7/5/2004 - 7/18/2004 | Approval by Manager | | 7/20/2004 3:45:59PM | cfyman | class | 192.168.0.13 | Group Editor |
| 7/18/2004 | Sign Off | | 7/20/2004 3:56:49PM | SuperUser | class | 192.168.0.13 | Group Editor |
| Name: Metzler, Rita | | | | | | | |
| ID: 8 | | | | | | | |
| 7/5/2004 - 7/18/2004 | Approval by Manager | | 7/20/2004 3:45:59PM | cfyman | class | 192.168.0.13 | Group Editor |
| 7/18/2004 | Sign Off | | 7/20/2004 3:56:49PM | SuperUser | class | 192.168.0.13 | Group Editor |
| Name: Radue, Brian | | | | | | | |
| ID: 9 | | | | | | | |
| 7/12/2004 - 7/18/2004 | Approval by Manager | | 7/20/2004 3:45:59PM | cfyman | class | 192.168.0.13 | Group Editor |
| 7/15/2004 | (Add Overtime Approval | All | 7/20/2004 3:45:20PM | cfyman | class | 192.168.0.13 | Timecard Editor |
| 7/18/2004 | Sign Off | | 7/20/2004 3:56:49PM | SuperUser | class | 192.168.0.13 | Group Editor |

About Kronos Incorporated

Kronos Incorporated is the most trusted name in workforce management. Kronos helps organizations staff, develop, deploy, track, and reward their workforce, resulting in reduced costs, increased productivity, better decision-making, improved employee satisfaction, and alignment with organizational objectives. More than 20 million people use a Kronos solution every day.

For more information, please contact:

Kronos Incorporated at (800) 225-1561, or visit us at www.kronos.com.