

February 2010

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
January 31	February 1	2	3	4	5	6
	<div style="background-color: #4f81bd; color: white; padding: 2px; margin-bottom: 5px;">B - Reports ready by 10</div>		<div style="background-color: #ffc000; color: white; padding: 2px; margin-bottom: 5px;">★ B - Pay day</div>	<div style="background-color: #70ad47; color: white; padding: 2px; margin-bottom: 5px;">A - Lockdown 2:00pm</div>	<div style="background-color: #70ad47; color: white; padding: 2px; margin-bottom: 5px;">A - Payroll clears edits</div>	
	Cycle A - Time and Attendance					
	Cycle B - Maintenance					
7	8	9	10	11	12	13
	<div style="background-color: #70ad47; color: white; padding: 2px; margin-bottom: 5px;">A - Reports ready by 10</div>		<div style="background-color: #ffc000; color: white; padding: 2px; margin-bottom: 5px;">★ A - Pay day</div> <div style="background-color: #4f81bd; color: white; padding: 2px; margin-bottom: 5px;">B - Lockdown 2:00pm</div>	<div style="background-color: #4f81bd; color: white; padding: 2px; margin-bottom: 5px;">B - Payroll clears edits</div>	<div style="background-color: #4f81bd; color: white; padding: 2px; margin-bottom: 5px;">B - Reports ready by 10</div>	
	Cycle B - Time and Attendance				Cycle A - T & A	
	Cycle A - Maintenance					Cycle B - Maintenance
14	15	16	17	18	19	20
	HOLIDAY	SHUTDOWN DAY	<div style="background-color: #ffc000; color: white; padding: 2px; margin-bottom: 5px;">★ B - Pay day</div>	<div style="background-color: #70ad47; color: white; padding: 2px; margin-bottom: 5px;">A - Lockdown 2:00pm</div>	<div style="background-color: #70ad47; color: white; padding: 2px; margin-bottom: 5px;">A - Payroll clears edits</div>	
			Cycle A - Time and Attendance			
			Cycle B - Maintenance			
21	22	23	24	25	26	27
	<div style="background-color: #70ad47; color: white; padding: 2px; margin-bottom: 5px;">A - Reports ready by 10</div>		<div style="background-color: #ffc000; color: white; padding: 2px; margin-bottom: 5px;">★ A - Pay day</div>	<div style="background-color: #4f81bd; color: white; padding: 2px; margin-bottom: 5px;">B - Lockdown 2:00pm</div>	<div style="background-color: #4f81bd; color: white; padding: 2px; margin-bottom: 5px;">B - Payroll clears edits</div>	
	Cycle B - Time and Attendance					
	Cycle A - Maintenance					
28	March 1	2	3	4	5	6
	<div style="background-color: #4f81bd; color: white; padding: 2px; margin-bottom: 5px;">B - Reports ready by 10</div>		<div style="background-color: #ffc000; color: white; padding: 2px; margin-bottom: 5px;">★ B - Pay day</div>	<div style="background-color: #70ad47; color: white; padding: 2px; margin-bottom: 5px;">A - Lockdown 2:00pm</div>	<div style="background-color: #70ad47; color: white; padding: 2px; margin-bottom: 5px;">A - Payroll clears edits</div>	
	Cycle A - Time and Attendance					
	Cycle B - Maintenance					