



March 2010

Payroll Calendar

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday																																																																																																		
	1	2	3	4 Paysheet Creation  Kronos Signoff	5 Enter Time and Leave on HE TimeEntry	6																																																																																																		
7	8 Enter Time and Leave on HE TimeEntry	9 Enter Time and Leave on HE TimeEntry	10 DEADLINE! Time and Leave entry 11am!	11	12	13																																																																																																		
14	15  Hiring and Change forms late Leave and Timeslips due for 3/31 payroll dated 3/1-3/15	16	17	18	19	20																																																																																																		
21	22 Paysheet Creation  Kronos Signoff	23 Enter Time and Leave on HE TimeEntry	24 Enter Time and Leave on HE TimeEntry	25 Enter Time and Leave on HE TimeEntry	26 DEADLINE! Time and Leave entry 11am!	27																																																																																																		
28	29	30	31  Hiring and Change forms late Leave and Timeslips due for 4/15 payroll dated 3/16-3/31	<table border="1"> <thead> <tr> <th colspan="7">Feb 2010</th> <th colspan="7">Apr 2010</th> </tr> <tr> <th>S</th><th>M</th><th>T</th><th>W</th><th>T</th><th>F</th><th>S</th> <th>S</th><th>M</th><th>T</th><th>W</th><th>T</th><th>F</th><th>S</th> </tr> </thead> <tbody> <tr> <td></td><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td> <td></td><td></td><td></td><td></td><td>1</td><td>2</td><td>3</td> </tr> <tr> <td>7</td><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td> <td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td> </tr> <tr> <td>14</td><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td> <td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td> </tr> <tr> <td>21</td><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td> <td>18</td><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td> </tr> <tr> <td>28</td><td></td><td></td><td></td><td></td><td></td><td></td> <td>25</td><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td><td></td> </tr> </tbody> </table>			Feb 2010							Apr 2010							S	M	T	W	T	F	S	S	M	T	W	T	F	S		1	2	3	4	5	6					1	2	3	7	8	9	10	11	12	13	4	5	6	7	8	9	10	14	15	16	17	18	19	20	11	12	13	14	15	16	17	21	22	23	24	25	26	27	18	19	20	21	22	23	24	28							25	26	27	28	29	30	
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