Work Time

		Sun 6/16	Mon 6/17	Tue 6/18	Wed 6/19	Thu 6/20	Fri 6/21	Sat 6/22	Wk1	Sun 6/23	Mon 6/24	Tue 6/25	Wed 6/26	Thu 6/27	Fri 6/28	Sat 6/29	Wk2	Total
+	Time In		7:00am	6:00am		7:00am	4:00am				6:00am	7:00am	1:00pm	8:00am				
	Time Out		4:30pm	9:00am		11:00ar	1:30pm				12:00pr	5:00pm	10:30pr	5:30pm				
X	Time In			11:00ar		2:00pm					2:00pm							
	Time Out			5:30pm		7:30pm					5:30pm							
	Meal Time	0:30	0:30		0:30	0:30					0:30	1:00	0:30	0:30				

	Transaction	Account	Establishment																	
X	01 - Regular Base Pay	Select Account	Select Establishment ID	9:00	9:00		7:30	7:00		34:00		9:00	9:00	5:00	9:00			32:00	66:00
X	11 - Base w/Night Diff	Select Account	Select Establishment ID				1:30	2:00		2:00				4:00				4:00	6:00
+			**Work Time Total**	9:00	9:00		9:00	9:00		36:00		9:00	9:00	9:00	9:00			36:00	72:00

Leave Time

		Sun 6/16	Mon 6/17	Tue 6/18	Wed 6/19	Thu 6/20	Fri 6/21	Sat 6/22	Wk1	Sun 6/23	Mon 6/24	Tue 6/25	Wed 6/26	Thu 6/27	Fri 6/28	Sat 6/29	Wk2	Total
+	Absence Start / Absence End																	
X	Absence Start / Absence End																	
X	Absence Start / Absence End																	
X	Absence Start / Absence End																	

	Transaction	Account																	
X	66 - Paid Holiday Time Off	Select Account				8:00				8:00								8:00
+		**Leave Time Total**				8:00				8:00								8:00
		Daily Total	9:00	9:00	8:00	9:00	9:00		44:00		9:00	9:00	9:00	9:00			36:00	80:00

Enter your actual work hours for each day into WebTA