

# Add Person to Shift...



Assign **Person** to Shift

Available

Bob Laps  
Condaliza Rice  
George Bush President  
George Washington  
Jennifer Anderson  
Joe Smith  
JOHN CASE  
Larry Lump

Selected

Arnold Swartz

Shift Name

Day 8-5  
Swing 3-9  
Grave 12-7



To assign 1 or more to a Shift

1. Select person(s) for shift
2. Select Shift Name
3. Click right arrow

To assign all to a shift.

1. Choose the shift Name
2. Click the right double arrow.

Individual Custom Shifts can be easily created too.



OK



Cancel



Apply