Time Legal

Scheduled Holiday/Vacations

Weeks of 11/07/05 through 11/30/05

Created: Sep 2 2005, 3:10 PM

Location, Department	Monday 11/07/05	Tuesday 11/08/05	Wednesday 11/09/05	Thursday 11/10/05	Friday 11/11/05	Saturday 11/12/05	Sunday 11/13/05	Total, hrs
Anytown USA, Accounting								
Bush President George # 1					8:00A-3:59P			8.0
CASE JOHN # 11								
Laps Bob # 14								
Laps Astell # 20								
Swartz Arnold # 2								
Anytown USA, Assembly								
Washington George # 6								
Anytown USA, Delivery / RMA								
Smith Joe # 4								
Anytown USA, Floor Sales								
Rice Condaliza # 5								
Anytown USA, Shipping / Receiving								
Anderson Jennifer # 3								
Case Test # 10								
Uptown USA, Marketing								
Lump Larry # 13								
	11/14/05	**11/15/05**	**11/16/05**	**11/17/05**	**11/18/05**	**11/19/05**	**11/20/05**	
Anytown USA, Accounting								
Bush President George # 1	8:00A-3:59P	8:00A-3:59P	8:00A-3:59P	8:00A-3:59P				31.9

Create a Vacation worksheet from reports, choose assign all persons.

This will give you a worksheet with those that have been assigned vacations in this period as President Bush. You can then write in the choices for others, and assign them to the same period if desired. Reports can be printed for several months with only the scheduled persons, or as this report is, all personnel scheduled or not.