



PeopleSoft 8.00.01 Time and Labor Reports PeopleBook

PeopleSoft 8.00.01 Time and Labor Reports PeopleBook

SKU MATLr8SP1R 1200

PeopleBooks Contributors: Teams from PeopleSoft Product Documentation and Development.

Copyright © 2001 by PeopleSoft, Inc. All rights reserved.

Printed in the United States of America.

All material contained in this documentation is proprietary and confidential to PeopleSoft, Inc. and is protected by copyright laws. No part of this documentation may be reproduced, stored in a retrieval system, or transmitted in any form or by any means, including, but not limited to, electronic, graphic, mechanical, photocopying, recording, or otherwise without the prior written permission of PeopleSoft, Inc.

This documentation is subject to change without notice, and PeopleSoft, Inc. does not warrant that the material contained in this documentation is free of errors. Any errors found in this document should be reported to PeopleSoft, Inc. in writing.

The copyrighted software that accompanies this documentation is licensed for use only in strict accordance with the applicable license agreement which should be read carefully as it governs the terms of use of the software and this documentation, including the disclosure thereof.

PeopleSoft, the PeopleSoft logo, PeopleTools, PS/nVision, PeopleCode, PeopleBooks, and Vantive are registered trademarks, and *PeopleTalk* and "People power the internet." are trademarks of PeopleSoft, Inc. All other company and product names may be trademarks of their respective owners.

Contents

PeopleSoft 8.00.01 Time and Labor Reports PeopleBook

- Related Documentation v
- Documentation on CD-ROM..... v
- Hardcopy Documentation..... v
 - Hard-copy Visual Cues vi
- Comments and Suggestions..... vi

Chapter 1

Overview of Time and Labor Reports

- PeopleSoft Reporting Tools..... 1-1
 - PeopleSoft Query 1-1
 - Structured Query Reports (SQRs)..... 1-2
 - Process Scheduler..... 1-2
- Alphabetic List of Time and Labor Reports 1-3
- Numeric List of Time and Labor Reports..... 1-4

PEOPLESOFT 8.00.01 TIME AND LABOR REPORTS PEOPLEBOOK

This book provides you with the information you will need for using the PeopleSoft 8.00.01 Time and Labor Reports PeopleBook. You can order the online version by requesting SKU HRB8SP1R0, or the hard-copy version by requesting SKU MATLr8SP1R 1200.

This following section contains the information you need to begin working with PeopleSoft products and documentation, including PeopleSoft-specific documentation conventions, how to order additional copies of our documentation, and so on.

Related Documentation

To add to your knowledge of PeopleSoft applications and tools, you may want to refer to the documentation of other PeopleSoft applications. You can access additional documentation for this and previous releases online from PeopleSoft Customer Connection (www.peoplesoft.com).

Through the Documentation section of Customer Connection, you can download files to add to your PeopleBook library. You'll find a variety of useful and timely materials, including updates to the full PeopleSoft documentation delivered on your PeopleBooks CD.



Important! Before upgrading, it is *imperative* that you check PeopleSoft Customer Connection for updates to the upgrade instructions. We continually post updates as we refine the upgrade process.

Documentation on CD-ROM

Complete documentation for this release is provided on the CD-ROM PeopleSoft 8.00.01 HRMS and PeopleTools 8.12 PeopleBooks, SKU CD HRB8SP1R0.

Hardcopy Documentation

To order hard-copy of the PeopleSoft documentation delivered on your PeopleBooks CD-ROM, visit the PeopleSoft Press Web site from the Documentation section of PeopleSoft Customer Connection. The PeopleSoft Press Web site is a joint venture between PeopleSoft and CPI, our book print vendor.

We print documentation for each major release shortly after the software is shipped. Customers and partners can order printed PeopleSoft documentation using any of the following methods:

Internet	From the main PeopleSoft Internet site, go to the Documentation section of Customer Connection. You can find order information under the Ordering PeopleBooks topic. Use a Customer Connection ID, credit card, or purchase order to place your order. PeopleSoft Internet site: http://www.peoplesoft.com/
Telephone	Contact Consolidated Publishing Incorporated (CPI) at 800 888 3559.
Email	Email CPI at callcenter@conpub.com .

Hard-copy Visual Cues

To help you locate and interpret information, we use several visual cues for notes, more information, and warnings.



Text in this bar indicates information that you should pay particular attention to as you work with your PeopleSoft system. If the note is preceded by **Important!**, the note is crucial and includes information that concerns what you need to do for the system to function properly.



Text in this bar indicates For more information cross-references to related or additional information.



Text within this bar indicates a crucial configuration consideration. Pay very close attention to these warning messages.

Comments and Suggestions

Your comments are important to us. We encourage you to tell us what you like, or what you would like changed about our documentation, PeopleBooks, and other PeopleSoft reference and training materials. Please send your suggestions to:

PeopleSoft HRMS Product Documentation Manager
PeopleSoft, Inc.
4460 Hacienda Drive
Pleasanton, CA 94588

Or send comments by email to the authors of the PeopleSoft documentation at:

DOC@PEOPLESOFT.COM

While we cannot guarantee to answer every email message, we pay careful attention to your comments and suggestions. We are always improving our product communications for you.

CHAPTER 1

Overview of Time and Labor Reports

PeopleSoft applications offer a wide range of query and reporting possibilities—with the standard reports we deliver and with the reporting tools you can use to create new reports from scratch. Your database contains a wealth of information that you have carefully entered, maintained, and secured for the ultimate purpose of generating timely, meaningful, presentation-quality reports. Our reporting capabilities enable you to access the data you need and present it in the form that is most useful for those who depend on you for financial and management information.

You no longer have to rely on technical support staff to create queries or reports for you. That means that you can get all the information you need, when you need it.

In this section, we'll provide you with:

- A brief discussion of PeopleSoft reporting tools.
- Names and descriptions of the reports that are provided with PeopleSoft Time and Labor.



For more information about how to run individual Time and Labor reports, see [Running Time and Labor Reports](#).

PeopleSoft Reporting Tools

We deliver PeopleSoft applications with a set of standard reports that provide the kind of business information many organizations need. Running a report is as easy as selecting it from a menu and entering any necessary parameters. But for those of you who want to modify our standard reports, create your own reports, or reformat report output, we offer a variety of reporting tools.

PeopleSoft Query

PeopleSoft Query helps you create and run database queries without having to write SQL statements. You can extract the precise data you want, using visual representations of your PeopleSoft database. The queries can be as simple or as complex as necessary, and they can be one-time, ad hoc queries or queries that you'll use repeatedly.

Query is more than just a reporting tool. You can use it to create queries for a variety of purposes:

- **To display data in a list box.** You can run queries within Query itself, displaying the result

set in a list box for review. This option is useful as you are refining your queries.

- **To provide input to a spreadsheet or Crystal report.** Query can seamlessly pass data to Microsoft Excel, Lotus 1-2-3, or Crystal Reports Pro. From there, you can use the features of these products to create polished reports.
- **To search for records.** Many of the search dialog boxes in PeopleSoft applications enable you to select a predefined query or create a new one, rather than enter search criteria for the records you want to find.
- **To check the database for conditions that trigger workflow events.** Using PeopleSoft Workflow, you can specify that certain conditions—say, the presence of overdue receivables—cause the system to send an email to someone or put an entry on someone’s work list. You write queries to detect these conditions, and then you schedule database agents to run them periodically.

Structured Query Reports (SQRs)

One of the most versatile approaches to reporting is the MITI Structured Query Report Writer. This tool can extract data from any SQL-based relational database and print or display it in a prescribed format. We’ve created a variety of standard SQR reports that summarize table information and data. You can use these reports as is, modify them, or, if needed, create your own. You can create tabular, single- or multiple-page reports, and form letters. You can also use SQR to make global updates to your database, load and unload tables, and perform interactive queries.

Process Scheduler

The Process Scheduler is not a reporting tool, but it plays an important role in PeopleSoft reporting. It’s the part of the system that actually runs most of the reports. When you request one of the standard reports, you are really asking the Process Scheduler to run it for you.

The Process Scheduler is a PeopleTool that performs tasks behind the scenes of your application. It can run several kinds of processes—COBOL programs, database queries, reports—on a regular schedule or at your request. Furthermore, it can run the processes at your workstation or on a server. The Process Scheduler handles reports because you would typically like the system to generate the report while you continue to work on something else. The Process Scheduler also enables you to track the status of the report.



For more information about the Process Scheduler, see Process Scheduler.

Alphabetic List of Time and Labor Reports

Report Name	Report ID	Description	Report Type
Payable Status Report	TL001	This report list all Payable time for a range of dates, sorted by the chosen Payable Statuses on the run control, to provide the manager with a picture of processed and unprocessed time.	SQR
Scheduled Hours Report	TL004	This report provides information about time reporter's scheduled time. It gives details such as: punch types and times for employees with a punch schedule; duration of work hours for employees with an elapsed schedule; and In, Out, Flex, and Core Period for time reporters with flex schedules.	SQR
TCD Usage Report	TL003	The Usage report sums up the number elements transmitted to a Time Collection Device for time reporting. The report is a tool that can assist in the process of estimating memory usage at each Time reporting Device	SQR

Report Name	Report ID	Description	Report Type
Time Card Report	TL002	This report is to display all punch time rows, elapsed time rows, payable time rows, and unresolved exceptions for an individual employee for the period selected on the run control. The report can be run by either an individual employee, or by group. After each employee is reported, there are lines for approval signatures for the employee and the approving supervisor.	SQR

Numeric List of Time and Labor Reports

Report ID	Report Name	Description	Report Type
TL001	Payable Status Report	This report list all Payable time for a range of dates, sorted by the chosen Payable Statuses on the run control, to provide the manager with a picture of processed and unprocessed time.	SQR

Report ID	Report Name	Description	Report Type
TL002	Time Card Report	This report is to display all punch time rows, elapsed time rows, payable time rows, and unresolved exceptions for an individual employee for the period selected on the run control. The report can be run by either an individual employee, or by group. After each employee is reported, there are lines for approval signatures for the employee and the approving supervisor.	SQR
TL003	TCD Usage	The Usage report sums up the number elements transmitted to a Time Collection Device for time reporting. The report is a tool that can assist in the process of estimating memory usage at each Time reporting Device	SQR
TL004	Scheduled Hours Report	This report provides information about time reporter's scheduled time. It gives details such as: punch types and times for employees with a punch schedule; duration of work hours for employees with an elapsed schedule; and In, Out, Flex, and Core Period for time reporters with flex schedules	SQR

Name	Employee ID	Employee Record#	Date Under Report	Payable Status	Time Rptg Code	TRC Description	TRC Type	Quantity
Griffiths, Martina Rae	KC0001	0	01/03/2000	Estimated	KUHOL	Holiday (Statutory)	Hours	4.800000
Griffiths, Martina Rae	KC0001	0	01/03/2000	Estimated	KUHOL	Holiday (Statutory)	Hours	3.200000
Griffiths, Martina Rae	KC0001	0	01/04/2000	Estimated	KUREG	Regular Productive Hours	Hours	4.800000
Griffiths, Martina Rae	KC0001	0	01/04/2000	Estimated	KUREG	Regular Productive Hours	Hours	3.200000
Griffiths, Martina Rae	KC0001	0	01/05/2000	Estimated	KUREG	Regular Productive Hours	Hours	4.800000
Griffiths, Martina Rae	KC0001	0	01/05/2000	Estimated	KUREG	Regular Productive Hours	Hours	3.200000
Griffiths, Martina Rae	KC0001	0	01/06/2000	Estimated	KUREG	Regular Productive Hours	Hours	4.800000
Griffiths, Martina Rae	KC0001	0	01/06/2000	Estimated	KUREG	Regular Productive Hours	Hours	3.200000
Griffiths, Martina Rae	KC0001	0	01/07/2000	Estimated	KUREG	Regular Productive Hours	Hours	4.800000
Griffiths, Martina Rae	KC0001	0	01/07/2000	Estimated	KUREG	Regular Productive Hours	Hours	3.200000
Dunbar, Kirby	KC0002	0	01/03/2000	Estimated	KUHOL	Holiday (Statutory)	Hours	4.800000
Dunbar, Kirby	KC0002	0	01/03/2000	Estimated	KUHOL	Holiday (Statutory)	Hours	3.200000
Dunbar, Kirby	KC0002	0	01/04/2000	Estimated	KUREG	Regular Productive Hours	Hours	4.800000
Dunbar, Kirby	KC0002	0	01/04/2000	Estimated	KUREG	Regular Productive Hours	Hours	3.200000
Dunbar, Kirby	KC0002	0	01/05/2000	Estimated	KUREG	Regular Productive Hours	Hours	4.800000
Dunbar, Kirby	KC0002	0	01/05/2000	Estimated	KUREG	Regular Productive Hours	Hours	3.200000
Dunbar, Kirby	KC0002	0	01/06/2000	Estimated	KUREG	Regular Productive Hours	Hours	4.800000
Dunbar, Kirby	KC0002	0	01/06/2000	Estimated	KUREG	Regular Productive Hours	Hours	3.200000
Dunbar, Kirby	KC0002	0	01/07/2000	Estimated	KUREG	Regular Productive Hours	Hours	4.800000
Dunbar, Kirby	KC0002	0	01/07/2000	Estimated	KUREG	Regular Productive Hours	Hours	3.200000

Estimated Payable Time Rows: 20

Employee ID	Employee Name	Employee Record#	Date Under Report	Payable Status	Time Rptg Code	TRC Description	TRC Type	Quantity
KC0003	Rogers, Cynthia A	0	01/03/2000	Needs Approval	KUHOL	Holiday (Statutory)	Hours	4.000000
KC0003	Rogers, Cynthia A	0	01/03/2000	Needs Approval	KUHOL	Holiday (Statutory)	Hours	4.000000
KC0003	Rogers, Cynthia A	0	01/04/2000	Needs Approval	KUOVT	Overtime	Hours	0.500000
KC0003	Rogers, Cynthia A	0	01/04/2000	Needs Approval	KUOVT	Overtime	Hours	0.500000
KC0003	Rogers, Cynthia A	0	01/04/2000	Needs Approval	KUREG	Regular Productive Hours	Hours	4.000000
KC0003	Rogers, Cynthia A	0	01/04/2000	Needs Approval	KUREG	Regular Productive Hours	Hours	4.000000
KC0003	Rogers, Cynthia A	0	01/05/2000	Needs Approval	KUOVT	Overtime	Hours	1.000000
KC0003	Rogers, Cynthia A	0	01/05/2000	Needs Approval	KUOVT	Overtime	Hours	1.000000
KC0003	Rogers, Cynthia A	0	01/05/2000	Needs Approval	KUREG	Regular Productive Hours	Hours	4.000000
KC0003	Rogers, Cynthia A	0	01/05/2000	Needs Approval	KUREG	Regular Productive Hours	Hours	4.000000
KC0003	Rogers, Cynthia A	0	01/06/2000	Needs Approval	KUOVT	Overtime	Hours	1.000000
KC0003	Rogers, Cynthia A	0	01/06/2000	Needs Approval	KUOVT	Overtime	Hours	1.000000
KC0003	Rogers, Cynthia A	0	01/06/2000	Needs Approval	KUREG	Regular Productive Hours	Hours	4.000000
KC0003	Rogers, Cynthia A	0	01/06/2000	Needs Approval	KUREG	Regular Productive Hours	Hours	4.000000
KC0003	Rogers, Cynthia A	0	01/07/2000	Needs Approval	KUOVT	Overtime	Hours	1.000000
KC0003	Rogers, Cynthia A	0	01/07/2000	Needs Approval	KUOVT	Overtime	Hours	1.000000
KC0003	Rogers, Cynthia A	0	01/07/2000	Needs Approval	KUREG	Regular Productive Hours	Hours	4.000000
KC0003	Rogers, Cynthia A	0	01/07/2000	Needs Approval	KUREG	Regular Productive Hours	Hours	4.000000
KC0004	Reid, Charles M	0	01/03/2000	Needs Approval	KUREG	Regular Productive Hours	Hours	2.500000
KC0004	Reid, Charles M	0	01/03/2000	Needs Approval	KUREG	Regular Productive Hours	Hours	2.500000
KC0004	Reid, Charles M	0	01/04/2000	Needs Approval	KUREG	Regular Productive Hours	Hours	2.500000
KC0004	Reid, Charles M	0	01/04/2000	Needs Approval	KUREG	Regular Productive Hours	Hours	2.500000
KC0004	Reid, Charles M	1	01/03/2000	Needs Approval	KUHOL	Holiday (Statutory)	Hours	8.000000
KC0004	Reid, Charles M	1	01/04/2000	Needs Approval	KUREG	Regular Productive Hours	Hours	10.000000
KC0004	Reid, Charles M	1	01/05/2000	Needs Approval	KUREG	Regular Productive Hours	Hours	10.000000
KC0004	Reid, Charles M	1	01/06/2000	Needs Approval	KUREG	Regular Productive Hours	Hours	7.500000
KC0004	Reid, Charles M	1	01/06/2000	Needs Approval	KUREG	Regular Productive Hours	Hours	2.500000
KU0042	Johnson, Danny	0	01/03/2000	Needs Approval	KUREG	Regular Productive Hours	Hours	2.400000
KU0042	Johnson, Danny	0	01/03/2000	Needs Approval	KUREG	Regular Productive Hours	Hours	1.600000
KU0042	Johnson, Danny	0	01/04/2000	Needs Approval	KUREG	Regular Productive Hours	Hours	2.400000
KU0042	Johnson, Danny	0	01/04/2000	Needs Approval	KUREG	Regular Productive Hours	Hours	1.600000
KU0042	Johnson, Danny	0	01/05/2000	Needs Approval	KUREG	Regular Productive Hours	Hours	2.400000
KU0042	Johnson, Danny	0	01/05/2000	Needs Approval	KUREG	Regular Productive Hours	Hours	1.600000
KU0042	Johnson, Danny	0	01/06/2000	Needs Approval	KUREG	Regular Productive Hours	Hours	2.400000
KU0042	Johnson, Danny	0	01/06/2000	Needs Approval	KUREG	Regular Productive Hours	Hours	1.600000
KU0042	Johnson, Danny	0	01/07/2000	Needs Approval	KUREG	Regular Productive Hours	Hours	2.400000
KU0042	Johnson, Danny	0	01/07/2000	Needs Approval	KUREG	Regular Productive Hours	Hours	1.600000

Name	Employee ID	Employee Record#	Date Under Report	Payable Status	Time Rptg Code	TRC Description	TRC Type	Quantity
------	-------------	------------------	-------------------	----------------	----------------	-----------------	----------	----------

REPORT SUMMARY

Payable status Approved rows:	0
Payable status Closed rows:	0
Payable status Diluted rows:	0
Payable status Estimated rows:	20
Payable status Needs Approval rows:	37
Payable status Paid rows:	0
Payable status Rejected rows:	0

Total rows for report: 57

Report ID: TL002

For the period 01/01/2000 through 01/07/2000

Employee ID: KC0001
Name: Griffiths, Martina Rae
Job Title: KC003 Senior Secretary
Department: KC001 Human Resources

REPORTED PUNCH TIME DETAIL

Date/Time _____ Day _____ Type _____
No rows found

REPORTED ELAPSED TIME DETAIL

Date Under Report	Quantity	Type	Description	Time Rptg Code
01/03/2000	8.000000	Hours	Holiday (Statutory)	KUHOL
01/04/2000	8.000000	Hours	Regular Productive Hours	KUREG
01/05/2000	8.000000	Hours	Regular Productive Hours	KUREG
01/06/2000	8.000000	Hours	Regular Productive Hours	KUREG
01/07/2000	8.000000	Hours	Regular Productive Hours	KUREG
Total for Amounts:		0.000000		
Total for Units:		0.000000		
Total for Hours:		40.000000		

PAYABLE TIME

Date Under Report	Quantity	Type	Description	Time Rptg Code
01/03/2000	4.800000	Hours	Holiday (Statutory)	KUHOL
01/03/2000	3.200000	Hours	Holiday (Statutory)	KUHOL
01/04/2000	4.800000	Hours	Regular Productive Hours	KUREG
01/04/2000	3.200000	Hours	Regular Productive Hours	KUREG
01/05/2000	4.800000	Hours	Regular Productive Hours	KUREG
01/05/2000	3.200000	Hours	Regular Productive Hours	KUREG
01/06/2000	4.800000	Hours	Regular Productive Hours	KUREG
01/06/2000	3.200000	Hours	Regular Productive Hours	KUREG
01/07/2000	4.800000	Hours	Regular Productive Hours	KUREG
01/07/2000	3.200000	Hours	Regular Productive Hours	KUREG
Total for Amounts:		0.000000		
Total for Units:		0.000000		
Total for Hours:		40.000000		

OUTSTANDING EXCEPTIONS

Date _____ Exception _____
No rows found

Time Reporter Signature: _____

Approval Signature: _____ Approver's Name: _____
(please print)

<u>Time Collection Device ID : KUTCD1</u>	<u>Count</u>
*Time Reporter	2
*Rows of Total Hours	0
*Punches from Schedule	48
*Time Collection Device Supervisor	0
*Restriction Profile	0
*Time Reporting Code	4
*Task Profile	0
*Task Template	2
*Task Element	14
*Task Values	947
*Country	238
*State	1348
*Locality	21300
*Rate Code	5
*Override Reason Code	4
*Currency Code	199
Total	
Values Available	24111

Detail By Time Collection Device

Time Collection Device ID : KUTCD1

Time Reporters

<u>Employee ID</u>	<u>Record#</u>	<u>Badge ID</u>	<u>First Name</u>	<u>Last Name</u>
KU0010	0	0605000010	ANTONIO	SANTOS
KU0020	0	0927820020	CHRISTELLE	STEVENSON

TCD Supervisors

<u>Supervisor ID</u>	<u>Badge ID</u>
No rows found	

Restriction Profiles

<u>Restriction Profile</u>	<u>Description</u>
No rows found	

Time Reporting Codes

<u>Time Reporting Code</u>	<u>Description</u>
KUHOL	Holiday (Statutory)
KUOVT	Overtime
KUREG	Regular Productive Hours
KUVAC	Vacation Time-off

Task Profiles

<u>Task Profile ID</u>	<u>Description</u>
No rows found	

Task Templates

<u>Task Template ID</u>	<u>Description</u>
KUTSKPRFT1	Prod, Cust, Task, BU, Activity
KUTSKPRFT2	BU HR, Dept, JobCd, Pos Num

Task Elements

<u>Task Template ID</u>	<u>Task Element Code</u>	<u>Description</u>
KUTSKPRFT1	ACT	Activity ID
KUTSKPRFT1	BUM	Business Unit PF
KUTSKPRFT1	CST	Customer
KUTSKPRFT1	PRD	Product
KUTSKPRFT1	RE1	Rule Element 1
KUTSKPRFT1	RE2	Rule Element 2
KUTSKPRFT1	RE3	Rule Element 3
KUTSKPRFT1	RE4	Rule Element 4
KUTSKPRFT1	RE5	Rule Element 5
KUTSKPRFT1	TSK	Task
KUTSKPRFT2	BUH	Business Unit HR
KUTSKPRFT2	DPT	Department ID
KUTSKPRFT2	JOB	Jobcode
KUTSKPRFT2	POS	Position Number

Task Elements

<u>Task Template ID</u>	<u>Task Element Code</u>	<u>Description</u>
KUTSKPRFT2	RE1	Rule Element 1
KUTSKPRFT2	RE2	Rule Element 2
KUTSKPRFT2	RE3	Rule Element 3
KUTSKPRFT2	RE4	Rule Element 4
KUTSKPRFT2	RE5	Rule Element 5

PeopleSoft
Scheduled Hours Report

Report ID: TL004
Schedules From 07/09/2000 through 07/15/2000

KU0002 Baran, Charles VP-Operations

Date	Elapsed Schedule Work Hours	Punch Type	Punch Schedule Time	Schedule In	Schedule Out	Flex Schedule Core Start	Core End	Work Hours
07/09/2000				OFFDAY	OFFDAY	OFFDAY	OFFDAY	OFFDAY
07/10/2000				6:00AM	6:00PM	9:00AM	3:00PM	8.000000
07/11/2000				6:00AM	6:00PM	9:00AM	3:00PM	8.000000
07/12/2000				6:00AM	6:00PM	9:00AM	3:00PM	8.000000
07/13/2000				6:00AM	6:00PM	9:00AM	3:00PM	8.000000
07/14/2000				6:00AM	6:00PM	9:00AM	3:00PM	8.000000
07/15/2000				OFFDAY	OFFDAY	OFFDAY	OFFDAY	OFFDAY

PeopleSoft
Scheduled Hours Report

Report ID: TL004
Schedules From 07/09/2000 through 07/15/2000

Date	Elapsed Schedule Work Hours	Punch Type	Punch Schedule Time	Schedule		Flex Schedule		Work Hours
				In	Out	Core Start	Core End	
07/09/2000	OFFDAY							
07/10/2000	8.000000							
07/11/2000	8.000000							
07/12/2000	8.000000							
07/13/2000	8.000000							
07/14/2000	8.000000							
07/15/2000	OFFDAY							

KC0001 Griffiths, Martina Rae Senior Secretary

PeopleSoft
Scheduled Hours Report

Report ID: TL004
Schedules From 07/09/2000 through 07/15/2000

KC0003 Rogers, Cynthia A Accounting Clerk

Date	Elapsed Schedule		Punch Schedule		Time	Flex Schedule		Work Hours	
	Work Hours	Work Hours	Punch Type	Time		Core Start	Core End	Core Start	Core End
07/09/2000			OFFDAY		OFFDAY				
07/10/2000			IN		7:00AM				
07/10/2000			BRK		10:00AM				
07/10/2000			IN		10:15AM				
07/10/2000			MEAL		12:00PM				
07/10/2000			IN		1:00PM				
07/10/2000			BRK		3:00PM				
07/10/2000			IN		3:15PM				
07/10/2000			OUT		6:00PM				
07/11/2000			IN		7:00AM				
07/11/2000			BRK		10:00AM				
07/11/2000			IN		10:15AM				
07/11/2000			MEAL		12:00PM				
07/11/2000			IN		1:00PM				
07/11/2000			BRK		3:00PM				
07/11/2000			IN		3:15PM				
07/11/2000			OUT		6:00PM				
07/12/2000			IN		7:00AM				
07/12/2000			BRK		10:00AM				
07/12/2000			IN		10:15AM				
07/12/2000			MEAL		12:00PM				
07/12/2000			IN		1:00PM				
07/12/2000			BRK		3:00PM				
07/12/2000			IN		3:15PM				
07/12/2000			OUT		6:00PM				
07/13/2000			IN		7:00AM				
07/13/2000			BRK		10:00AM				
07/13/2000			IN		10:15AM				
07/13/2000			MEAL		12:00PM				
07/13/2000			IN		1:00PM				
07/13/2000			BRK		3:00PM				
07/13/2000			IN		3:15PM				
07/13/2000			OUT		6:00PM				
07/14/2000			OFFDAY		OFFDAY				
07/15/2000			OFFDAY		OFFDAY				