

November 18

November 18						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
October 28	29	30	31	November 1	2	3
	<div style="background-color: #007bff; color: white; padding: 2px;">B - Reports ready by 10</div>		<div style="background-color: #ffc107; color: white; padding: 2px;">★ B - Pay day</div>	<div style="background-color: #28a745; color: white; padding: 2px;">A - Lockdown 2:00pm</div>	<div style="background-color: #28a745; color: white; padding: 2px;">A - Payroll clears edits</div>	
Cycle A – Time and Attendance						
Cycle B – Maintenance						
4	5	6	7	8	9	10
	<div style="background-color: #28a745; color: white; padding: 2px;">A - Reports ready by 10</div>	<div style="background-color: #ffc107; color: white; padding: 2px;">★ A - Pay day</div>	<div style="background-color: #ffc107; color: white; padding: 2px;">★ A - Pay day</div> <div style="background-color: #007bff; color: white; padding: 2px;">B - Lockdown 2:00pm</div>	<div style="background-color: #007bff; color: white; padding: 2px;">B - Payroll clears edits</div>	<div style="background-color: #007bff; color: white; padding: 2px;">B - Reports ready by 10</div>	
Cycle B – Time and Attendance					Cycle A – Time and Attendance	
Cycle A – Maintenance					Cycle B – Maintenance	
11	12	13	14	15	16	17
	Holiday		<div style="background-color: #ffc107; color: white; padding: 2px;">★ B - Pay day</div>	<div style="background-color: #28a745; color: white; padding: 2px;">A - Lockdown 2:00pm</div>	<div style="background-color: #28a745; color: white; padding: 2px;">A - Payroll clears edits</div>	
		Cycle A – Time and Attendance				
		Cycle B – Maintenance				
18	19	20	21	22	23	24
	<div style="background-color: #28a745; color: white; padding: 2px;">A - Reports ready by 10</div>	<div style="background-color: #007bff; color: white; padding: 2px;">B - Lockdown 2:00pm</div>	<div style="background-color: #ffc107; color: white; padding: 2px;">★ A - Pay day</div> <div style="background-color: #007bff; color: white; padding: 2px;">B - Payroll clears edits</div>	Holiday	Holiday	
Cycle B – Time and Attendance						
Cycle A – Maintenance						
25	26	27	28	29	30	December 1
	<div style="background-color: #007bff; color: white; padding: 2px;">B - Reports ready by 10</div>		<div style="background-color: #ffc107; color: white; padding: 2px;">★ B - Pay day</div>	<div style="background-color: #28a745; color: white; padding: 2px;">A - Lockdown 2:00pm</div>	<div style="background-color: #28a745; color: white; padding: 2px;">A - Payroll clears edits</div>	
Cycle A – Time and Attendance						
Cycle B – Maintenance						