S15 Shifts for 4 Weeks - Scheduling Sheet

Another sheet is used to schedule weeks 3 & 4

Shift ASSignmentS tAble for WeekS 1 & 2

Schedule for 4 Weeks Beginning: **16-Mar-07**

			Hours To Go		Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat
Avail / Pref	**Group**	**Employee**	**1**	**2**	**16-Mar**	**17-Mar**	**18-Mar**	**19-Mar**	**20-Mar**	**21-Mar**	**22-Mar**	**23-Mar**	**24-Mar**
	RN	Dawn Mealey		32	R Day-8	Day Off	Day Off	R Day-8	R Day-8	R Day-8			
	RN	Larry Jones		32	R Day-8	R Day-8			R Day-8	R Day-8			
	RN	Terry Craig		40	R Swing-8	R Swing-8	R Swing-8	R Swing-8		R Swing-8			
	RN	Don Levy		32	R Swing-8			R Swing-8	R Swing-8	R Swing-8			
	RN	Cathy Ladouceur		32	R Night-8	R Night-8	R Night-8	R Night-8					
	RN	Angela A Miller		40	R Night-8			R Night-8	R Night-8	R Night-8	R Night-8		
	RN	Sam Covington		32			R Day-8	R Day-		R Night-8	R Night-8		
	RN	Michael Kochanny	16	32					R Swing-8		R Swing-8		
	RN	Christine Oaks	16	32					R Night-8		R Day-8		
	RN	Brenda Raimondi	24	32							R Day-8		

An tan colored bar here alerts you that shifts still need to be assigned today

These columns let you know how many hours remain to be assigned each week

Shifts are assigned using drop-down menus of unassigned shifts.

The menu will be empty when all shifts have been assigned for the day.

Only shifts associated with the employee's group will be shown on the menu preventing improper assignments.

Sheet continues for 2 weeks.

There are rows to schedule 50 employees