S16-Shifts & Tasks - Input Sheet

The Schedule Start Date needs to be the first day of the month and the spreadsheet has changed it to

Schedule Start Date:
August 12, 2007
The Start Date has Been Reset to August 1, 2007

Group Table

Full Name	Abb.
Clerk	C
Manager	M
Staff	S

Task/Shift Table

Name	Start	Stop	Hours
Days	7:00 AM	3:00 PM	8.00
Swing	3:00 PM	11:00 PM	8.00
Nights	11:00 PM	7:00 AM	8.00
Front Desk 7A-11A			
Front Desk 11A-3P			
Front Desk 3P-7P			
Front Desk 7P-11P			
Front Desk 11P-3A			
Front Desk 3A-7A			
Back Room 7A-11A			
Back Room 11A-3P			
Back Room 3P-7P			
Back Room 7P-11P			
Back Room 11P-3A			
Back Room 3A-7A			
Phones 7A-11A			
Phones 11A-3P			
Phones 3P-7P			
Phones 7P-11P			
Phones 11P-3A			
Phones 3A-7A			

If you specify a start and stop time, the hours will be applied to the employees weekly total on the Employee Calendar sheet

Rows are provided for 50 tasks