

S3 Template Scheduler ReSchedule Sheet

Allow Half-Shifts

Count New Shifts in OT Calculations

Select Shifts to Count				Employee RE-schedule Table													
	Vacation	D	N	Day	Date	Employee #1		Employee #2		Employee #3		Employee #4		Employee #5		Employee #6	
	2	2	2	Sun	1-Nov-09	N		D						N		D	
	2	2	2	Mon	2-Nov-09	N		D						N		D	
	2	2	2	Tue	3-Nov-09	N		D						N		D	
	2	2	2	Wed	4-Nov-09	N				D				N			
	2	2	2	Thu	5-Nov-09			N		D							N
	2	2	2	Fri	6-Nov-09			N		D							N
	2	2	2	Sat	7-Nov-09			N		D							N
	2	2	2	Sun	8-Nov-09							N		D			
	2	2	2	Mon	9-Nov-09							N		D			
	2	2	2	Tue	10-Nov-09							N		D			
	2	2	2	Wed	11-Nov-09							N		D			
	2	2	2	Thu	12-Nov-09							N		D			
	2	2	2	Fri	13-Nov-09							N		D			
	2	2	2	Sat	14-Nov-09							N		D			
	2	2	2	Sun	15-Nov-09	N		D						N		D	
	2	2	2	Mon	16-Nov-09	N		D						N		D	
	2	2	2	Tue	17-Nov-09	N		D						N		D	
	2	2	2	Wed	18-Nov-09	N		D						N		D	
	2	2	2	Thu	19-Nov-09												
	2	2	2	Fri	20-Nov-09												
	2	2	2	Sat	21-Nov-09												
	2	2	2	Sun	22-Nov-09												
	2	2	2	Mon	23-Nov-09												
	2	2	2	Tue	24-Nov-09												
	2	2	2	Wed	25-Nov-09												
	2	2	2	Thu	26-Nov-09												
	2	2	2	Fri	27-Nov-09												
	2	2	2	Sat	28-Nov-09												
	2	2	2	Sun	29-Nov-09	N		D						N		D	
	2	2	2	Mon	30-Nov-09	N		D						N		D	
	2	2	2	Tue	1-Dec-09	N		D						N		D	
	2	2	2	Wed	2-Dec-09	N		D						N		D	

Drop-down menus can be used to select up to 5 shifts for which you would like to see the number of people assigned each day. The cell will be **gray** if count is less than specified by the tables on the Scheduling sheet and will be **pink** if less than the daily minimum specified on the Daily Details sheet.

Employee #1 has been given 4 Vacation days and Employee #2 has been assigned extra D shifts to cover Employee #1's vacation.

You assign new shifts in column 2 under the employee's name. Column 1 shows new shift assignments and the original ones based on the Scheduling sheet tables.