S3 Template Scheduler & Tasks Daily Task Assignments

Note: This sheet has 3-28 day tables so you can assign tasks for 3 shifts a day.

Start Date
22-Jan-06

Min	Qual/Cert	Daily Count Table																	
1	PB	1	1	1															
2	HAZ	1	1	1															
	AS				1		1												
	TK																		
	LD						1	1											
	PNL							1											
	XYZ																		
	FAP																		
	Work																		

Note: If employee is placed on vacation after being assigned to a task the cell will turn **pink** and if employee with expired cert is as

This macro moves week 2-4 tasks up to the week 1-3 slots and adds 7 days to the "Start Date" making room for week 4 task assignments.

Daily count for each qual/cert shown here. Cell is bright green if below the minimum you have specified.

Employee Quals/Certs

PB	HAZ	AS	TK	LD	PNL	XYZ	FAP	Work
■		■			■			
■			■	■		■	■	
■		■			■		■	
		■			■			
	■				■	■		
	■				■		■	
	■		■		■		■	
■	■		■		■	■		

Shift==> D

Task Assignments for 4 Weeks Beginning January 22, 2006 for the D Shift

Name	1/22	1/23	1/24	1/25	1/26	1/27	1/28	1/29	1/30	1/31	2/1	2/2	2/3	2/4	2/5	2/6	2/7	2/8
Emp #1																		
Emp #2										LD								
Emp #3	PB	PB	PB															
Emp #4				AS	PNL	AS	PNL											
Emp #5																		
Emp #6																		
Emp #7	HAZ	HAZ	HAZ															
Emp #8				LD	LD	LD	LD											

Cell is pink because Emp #2 was placed on vacation after assignment to a task.

Cell is light green if employee is scheduled to work that day.

Tasks assigned from a drop-down menu that shows only tasks the employee is qualified to perform.

Matrix showing employee qualifications.

Note: Employee qualification not shown in the drop-down menu if the certification expires before the end of the 28 day period. If someone with an expired certificate is assigned to a task the cell will turn red.