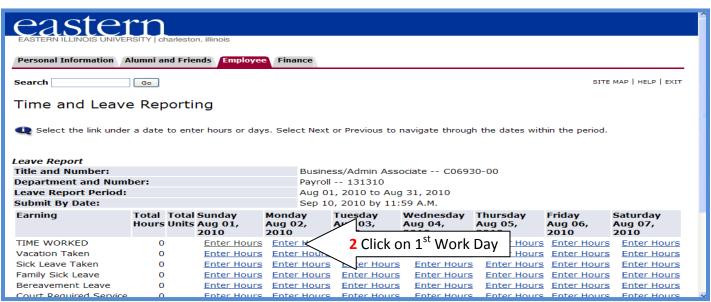
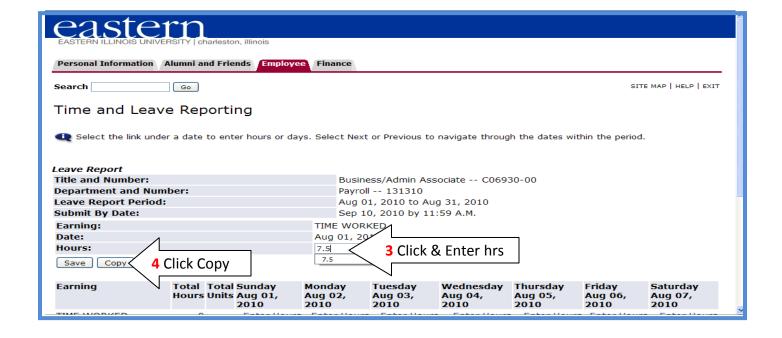


Populate Your Leave Report in 6 clicks Self Service Web







Possible Insuff	icient Leave Balanc	ce.				
Leave Code:				TIME WORKED Shift 1		
Date and leave time to copy:				Aug 01		
Copy from date displayed to end of the leave period:				5 Choose & Click Copy		
Include Saturdays:						
Include Sundays:						
Copy by date:						
Sunday Aug 01, 2010	Monday Aug 02, 2010	Tuesday Aug 03, 2010	Wednesday Aug 04, 2010	Thursday Aug 05, 2010	Friday Aug 06, 2010	Saturday Aug 07, 2010
Sunday Aug 08, 2010	Monday Aug 09, 2010	Tuesday Aug 10, 2010	Wednesday Aug 11, 2010	Thursday Aug 12, 2010	Friday Aug 13, 2010	Saturday Aug 14, 2010
Sunday Aug 15, 2010	Monday Aug 16, 2010	Tuesday Aug 17, 2010	Wednesday Aug 18, 2010	Thursday Aug 19, 2010	Friday Aug 20, 2010	Saturday Aug 21, 2010
Sunday Aug 22, 2010	Monday Aug 23, 2010	Tuesday Aug 24, 2010	Wednesday Aug 25, 2010	Thursday Aug 26, 2010	Friday Aug 27, 2010	Saturday Aug 28, 2010
Sunday Aug 29, 2010	Monday Aug 30, 2010	Tuesday Aug 31, 2010				
Leave Report Cox 6 Click Leave						

Don't forget to adjust populated hours for holidays, vacation or sick leave usage.

