

# September 2023

## Workday Services Scheduled Activities

Monday		Tuesday		Wednesday		Thursday		Friday																																																																																												
<div><div>Aug 2023</div><table><tr><td>M</td><td>T</td><td>W</td><td>T</td><td>F</td><td>S</td><td>S</td></tr><tr><td></td><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td></tr><tr><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td></tr><tr><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td></tr><tr><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td></tr><tr><td>28</td><td>29</td><td>30</td><td>31</td><td></td><td></td><td></td></tr></table></div> <div><div>Oct 2023</div><table><tr><td>M</td><td>T</td><td>W</td><td>T</td><td>F</td><td>S</td><td>S</td></tr><tr><td></td><td></td><td></td><td></td><td></td><td></td><td>1</td></tr><tr><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td></tr><tr><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td></tr><tr><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td></tr><tr><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td></tr><tr><td>30</td><td>31</td><td></td><td></td><td></td><td></td><td></td></tr></table></div>								M	T	W	T	F	S	S		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31				M	T	W	T	F	S	S							1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31						<div>1</div> <div>Monthly Pay Day</div>	
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<div>4</div> <div>Labor Day Observed by ALL, Except: K, L, P</div>		<div>5</div> <div>#24-01 BW (Workstations): Review Pay Calc &amp; Complete Retro Pay Results; Review Payroll Reports</div> <div>#24-01: BW (Production): Confirm Schedule of Midnight Run of BW Calc for On-Cycle Payments</div>		<div>6</div> <div>#24-01: BW (Production): - Recalculate payroll - Run Pay Complete - Settlement</div> <div>#24-01: BW (Workstations): Confirm Payroll Completion before 9 AM</div>		<div>7</div>		<div>8</div> <div>Biweekly Pay Day #24-01</div>																																																																																												
<div>11</div>		<div>12</div>		<div>13</div>		<div>14</div>		<div>15</div> <div>#24-02: Initiate BW Pay Cycle - Inbound Integration - Input Review - Retro Pay Calculation</div> <div>#24-02: BW (Production): Schedule Midnight Run of BW Calc for On-Cycle Payments</div>																																																																																												
<div>18</div>		<div>19</div> <div>#24-02 BW (Workstations): Review Pay Calc &amp; Complete Retro Pay Results; Review Payroll Reports</div> <div>#24-02: BW (Production): Confirm Schedule of Midnight Run of BW Calc for On-Cycle Payments</div> <div>Initiate Monthly Pay Cycle - Inbound Integration - Input Review - Retro Pay Calculation</div> <div>Monthly Payroll (Production): Schedule Midnight Run of Monthly Calc for On-Cycle Payments</div>		<div>20</div> <div>#24-02: BW (Production): - Recalculate payroll - Run Pay Complete - Settlement</div> <div>#24-02: BW (Workstations): Confirm Payroll Completion before 9 AM</div>		<div>21</div>		<div>22</div> <div>Biweekly Pay Day #24-02</div>																																																																																												
<div>25</div> <div>Monthly Payroll (Production): Confirm Schedule of Midnight Run of Monthly Calc for On-Cycle Payments</div> <div>Workstations: Review Pay Calc &amp; Complete Retro Pay Results; Review Payroll Reports</div>		<div>26</div> <div>Monthly Payroll (Production): - Recalculate - Run Pay Complete - Settlement</div> <div>Workstations: Confirm Payroll Completion before 9AM</div>		<div>27</div>		<div>28</div>		<div>29</div> <div>#24-03: Initiate BW Pay Cycle - Inbound Integration - Input Review - Retro Pay Calculation</div> <div>#24-03: BW (Production): Schedule Midnight Run of BW Calc for On-Cycle Payments</div>																																																																																												

# October 2023

## Workday Services Scheduled Activities

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2	3 <div>#24-03 BW (Workstations): Review Pay Calc &amp; Complete Retro Pay Results; Review Payroll Reports</div> <div>#24-03: BW (Production): Confirm Schedule of Midnight Run of BW Calc for On-Cycle Payments</div>	4 <div>#24-03: BW (Production): - Recalculate payroll - Run Pay Complete - Settlement</div> <div>#24-03: BW (Workstations): Confirm Payroll Completion before 9 AM</div>	5	6 <div>Biweekly Pay Day #24-03</div>																																																																																				
9 <div>Columbus Day for V</div>	10	11	12	13 <div>#24-04: Initiate BW Pay Cycle - Inbound Integration - Input Review - Retro Pay Calculation</div> <div>#24-04: BW (Production): Schedule Midnight Run of BW Calc for On-Cycle Payments</div>																																																																																				
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23	24	25 <div>Monthly Payroll (Production): Confirm Schedule of Midnight Run of Monthly Calc for On-Cycle Payments</div> <div>Workstations: Review Pay Calc &amp; Complete Retro Pay Results; Review Payroll Reports</div>	26 <div>Monthly Payroll (Production): - Recalculate - Run Pay Complete - Settlement</div> <div>Workstations: Confirm Payroll Completion before 9AM</div>	27 <div>#24-05: Initiate BW Pay Cycle - Inbound Integration - Input Review - Retro Pay Calculation</div> <div>#24-05: BW (Production): Schedule Midnight Run of BW Calc for On-Cycle Payments</div>																																																																																				
30	31 <div>#24-05 BW (Workstations): Review Pay Calc &amp; Complete Retro Pay Results; Review Payroll Reports</div> <div>#24-05: BW (Production): Confirm Schedule of Midnight Run of BW Calc for On-Cycle Payments</div>	<div>Sep 2023</div> <table><tr><th>M</th><th>T</th><th>W</th><th>T</th><th>F</th><th>S</th><th>S</th></tr><tr><td></td><td></td><td></td><td></td><td>1</td><td>2</td><td>3</td></tr><tr><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td></tr><tr><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td></tr><tr><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td></tr><tr><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td><td></td></tr></table> <div>Nov 2023</div> <table><tr><th>M</th><th>T</th><th>W</th><th>T</th><th>F</th><th>S</th><th>S</th></tr><tr><td></td><td></td><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td></tr><tr><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td></tr><tr><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td></tr><tr><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td></tr><tr><td>27</td><td>28</td><td>29</td><td>30</td><td></td><td></td><td></td></tr></table>			M	T	W	T	F	S	S					1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30		M	T	W	T	F	S	S			1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30			
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# November 2023

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<div>13</div>	<div>14</div> <div>#24-06 BW (Workstations): Review Pay Calc &amp; Complete Retro Pay Results; Review Payroll Reports</div> <div>#24-06: BW (Production): Confirm Schedule of Midnight Run of BW Calc for On-Cycle Payments</div> <div>Initiate Monthly Pay Cycle - Inbound Integration - Input Review - Retro Pay Calculation</div> <div>Monthly Payroll (Production): Schedule Midnight Run of Monthly Calc for On-Cycle Payments</div>	<div>15</div> <div>#24-06: BW (Production): - Recalculate payroll - Run Pay Complete - Settlement</div> <div>#24-06: BW (Workstations): Confirm Payroll Completion before 9 AM</div>	<div>16</div>	<div>17</div> <div>Biweekly Pay Day #24-06</div>																																																																																																		
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<div>27</div>	<div>28</div> <div>#24-07 BW (Workstations): Review Pay Calc &amp; Complete Retro Pay Results; Review Payroll Reports</div> <div>#24-07: BW (Production): Confirm Schedule of Midnight Run of BW Calc for On-Cycle Payments</div>	<div>29</div> <div>#24-07: BW (Production): - Recalculate payroll - Run Pay Complete - Settlement</div> <div>#24-07: BW (Workstations): Confirm Payroll Completion before 9 AM</div>	<div>30</div>																																																																																																			

# December 2023

## Workday Services Scheduled Activities

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Winter Break																																																																																													

### Workday Services Scheduled Activities

Printed by Calendar Creator for Windows on 5/30/2023

# February 2024

## Workday Services Scheduled Activities

Monday		Tuesday		Wednesday		Thursday		Friday																																																																																											
<div>Jan 2024</div> <table><tr><th>M</th><th>T</th><th>W</th><th>T</th><th>F</th><th>S</th><th>S</th></tr><tr><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td></tr><tr><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td></tr><tr><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td></tr><tr><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td></tr><tr><td>29</td><td>30</td><td>31</td><td></td><td></td><td></td><td></td></tr></table>						M	T	W	T	F	S	S	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31					<div>Mar 2024</div> <table><tr><th>M</th><th>T</th><th>W</th><th>T</th><th>F</th><th>S</th><th>S</th></tr><tr><td></td><td></td><td></td><td></td><td>1</td><td>2</td><td>3</td></tr><tr><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td></tr><tr><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td></tr><tr><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td></tr><tr><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td><td>31</td></tr></table>						M	T	W	T	F	S	S					1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	<div>1</div> <div>Monthly Pay Day</div>		<div>2</div> <div>#24-12: Initiate BW Pay Cycle - Inbound Integration - Input Review - Retro Pay Calculation</div>	
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<div>19</div> <div>President's Day for: B,V</div>		<div>20</div> <div>#24-13 BW (Workstations): Review Pay Calc &amp; Complete Retro Pay Results; Review Payroll Reports</div> <div>#24-13: BW (Production): Confirm Schedule of Midnight Run of BW Calc for On-Cycle Payments</div>		<div>21</div> <div>#24-13: BW (Production): - Recalculate payroll - Run Pay Complete - Settlement</div> <div>#24-13: BW (Workstations): Confirm Payroll Completion before 9 AM</div> <div>Monthly Payroll (Production): Confirm Schedule of Midnight Run of Monthly Calc for On-Cycle Payments</div> <div>Workstations: Review Pay Calc &amp; Complete Retro Pay Results; Review Payroll Reports</div>		<div>22</div> <div>Monthly Payroll (Production): - Recalculate - Run Pay Complete - Settlement</div> <div>Workstations: Confirm Payroll Completion before 9AM</div>		<div>23</div> <div>Biweekly Pay Day #24-13</div>																																																																																											
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# March 2024

## Workday Services Scheduled Activities

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### *Workday Services Scheduled Activities*

Printed by Calendar Creator for Windows on 5/30/2023



# May 2024

## Workday Services Scheduled Activities

Monday		Tuesday		Wednesday		Thursday		Friday																																																																																					
<div>Apr 2024</div> <table><tr><td>M</td><td>T</td><td>W</td><td>T</td><td>F</td><td>S</td><td>S</td></tr><tr><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td></tr><tr><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td></tr><tr><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td></tr><tr><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td></tr><tr><td>29</td><td>30</td><td></td><td></td><td></td><td></td><td></td></tr></table>		M	T	W	T	F	S	S	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30						<div>Jun 2024</div> <table><tr><td>M</td><td>T</td><td>W</td><td>T</td><td>F</td><td>S</td><td>S</td></tr><tr><td></td><td></td><td></td><td></td><td></td><td>1</td><td>2</td></tr><tr><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td></tr><tr><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td></tr><tr><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td></tr><tr><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td></tr></table>		M	T	W	T	F	S	S						1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	<div>1</div> <div>#24-18: BW (Production): - Recalculate payroll - Run Pay Complete - Settlement</div> <div>#24-18: BW (Workstations): Confirm Payroll Completion before 9 AM</div> <div>Monthly Pay Day</div>		<div>2</div>		<div>3</div> <div>Biweekly Pay Day #24-18</div>	
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### Workday Services Scheduled Activities

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Jul 2024						
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22	23	24	25	26	27	28
29	30	31				

# July 2024

## Workday Services Scheduled Activities

Monday	Tuesday	Wednesday	Thursday	Friday
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### Workday Services Scheduled Activities

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