

Show Me How

to Review Time-Off Requests



TIME-OFF REQUESTS

STEP 3

You may also add comments to requests.

WHITE, SANDRA

Type	Hours	Available Hours	Future Hours Approved	Future Hours Pending	Net Hours Available	Projected Net Available	Beginning At	Status
V - Vacation	8.00	160.00	8.00	8.00	144.00	145.54 hours (0 future hours)	08:00	Requested

Comments

ADMINISTRATORS AND MANAGERS

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