

# Workflow Timelines

January 2017						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
<b>1</b> Start Pay Period	<b>2</b> Holiday	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b> Pay Day	<b>7</b>
No Data Entry						
<b>8</b>	<b>9</b>	<b>10</b>	<b>11</b> Workflows Due Noon	<b>12</b>	<b>13</b> Final Entries	<b>14</b>
<b>15</b> End Pay Period	<b>16</b> Start Pay Period Holiday	<b>17</b>	<b>18</b>	<b>19</b>	<b>20</b> Pay Day	<b>21</b>
No Data Entry						
<b>22</b>	<b>23</b>	<b>24</b>	<b>25</b>	<b>26</b>	<b>27</b> Workflows Due Noon	<b>28</b>
<b>29</b>	<b>30</b>	<b>31</b> End Pay Period Final Entries				

**Workflows submitted after deadlines will be entered once payroll runs.**

# Workflow Timelines



February 2017						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1 Start Pay Period	2	3	4
			No Data Entry			
5	6	7 Pay Day	8	9	10	11
	No Data Entry					
12	13 Workflows Due Noon	14	15 End Pay Period	16 Start Pay Period	17	18
			Final Entries	No Data Entry		
19	20 Holiday	21	22 Pay Day	23	24 Workflows Due Noon	25
	No Data Entry					
26	27	28 End Pay Period				
		Final Entries				

**Workflows submitted after deadlines will be entered once payroll runs.**

# Workflow Timelines

March 2017						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1 Start Pay Period	2	3	4
			No Data Entry			
5	6	7 Pay Day	8	9	10	11
	No Data Entry					
12	13 Workflows Due Noon	14	15 End Pay Period	16 Start Pay Period	17	18
			Final Entries	No Data Entry		
19	20	21	22 Pay Day	23	24	25
	No Data Entry					
26	27	28	29 Workflows Due Noon	30	31 End Pay Period	
					Final Entries	

**Workflows submitted after deadlines will be entered once payroll runs.**

# Workflow Timelines

April 2017						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
						<b>1</b> Start Pay Period
<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b> Pay Day	<b>8</b>
No Data Entry						
<b>9</b>	<b>10</b>	<b>11</b>	<b>12</b> Workflows Due Noon	<b>13</b>	<b>14</b> Final Entries	<b>15</b> End Pay Period
<b>16</b> Start Pay Period	<b>17</b>	<b>18</b>	<b>19</b>	<b>20</b>	<b>21</b> Pay Day	<b>22</b>
No Data Entry						
<b>23</b>	<b>24</b>	<b>25</b>	<b>26</b> Workflows Due Noon	<b>27</b>	<b>28</b> Final Entries	<b>29</b>
<b>30</b> End Pay Period	<b>Workflows submitted after deadlines will be entered once payroll runs.</b>					

# Workflow Timelines

May 2017						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
	<b>1</b> Start Pay Period	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b> Pay Day	<b>6</b>
	No Data Entry					
<b>7</b>	<b>8</b>	<b>9</b>	<b>10</b>	<b>11</b> Workflows Due Noon	<b>12</b>	<b>13</b>
<b>14</b>	<b>15</b> End Pay Period	<b>16</b> Start Pay Period	<b>17</b>	<b>18</b>	<b>19</b>	<b>20</b>
	Final Entries	No Data Entry				
<b>21</b>	<b>22</b> Pay Day	<b>23</b>	<b>24</b>	<b>25</b>	<b>26</b> Workflows Due Noon	<b>27</b>
<b>28</b>	<b>29</b> Holiday	<b>30</b>	<b>31</b> End Pay Period			
			Final Entries			

**Workflows submitted after deadlines will be entered once payroll runs.**

# Workflow Timelines

June 2017						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1 Start Pay Period	2	3
				No Data Entry		
4	5	6	7 Pay Day	8	9	10
	No Data Entry					
11	12	13 Workflows Due Noon	14	15 End Pay Period	16 Start Pay Period	17
				Final Entries	No Data Entry	
18	19	20	21	22 Pay Day	23	24
	No Data Entry					
25	26	27	28 Workflows Due Noon	29	30 End Pay Period	
					Final Entries	

**Workflows submitted after deadlines will be entered once payroll runs.**

# Workflow Timelines

July 2017						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
						<b>1</b> Start Pay Period
<b>2</b>	<b>3</b>	<b>4</b> Holiday	<b>5</b>	<b>6</b>	<b>7</b> Pay Day	<b>8</b>
	No Data Entry					
<b>9</b>	<b>10</b>	<b>11</b>	<b>12</b>	<b>13</b>	<b>14</b>	<b>15</b> End Pay Period
			Workflows Due Noon			
<b>16</b> Start Pay Period	<b>17</b>	<b>18</b>	<b>19</b>	<b>20</b>	<b>21</b> Pay Day	<b>22</b>
<b>23</b>	<b>24</b> Holiday	<b>25</b>	<b>26</b>	<b>27</b>	<b>28</b>	<b>29</b>
				Workflows Due Noon		
<b>30</b>	<b>31</b> End Pay Period	<p style="text-align: center;"><b>Workflows submitted after deadlines will be entered once payroll runs.</b></p>				
	Final Entries					

# Workflow Timelines

August 2017						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
		<b>1</b> Start Pay Period	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>
No Data Entry						
<b>6</b>	<b>7</b> Pay Day	<b>8</b>	<b>9</b>	<b>10</b>	<b>11</b> Workflows Due Noon	<b>12</b>
<b>13</b>	<b>14</b>	<b>15</b> End Pay Period	<b>16</b> Start Pay Period	<b>17</b>	<b>18</b>	<b>19</b>
		Final Entries	No Data Entry			
<b>20</b>	<b>21</b>	<b>22</b> Pay Day	<b>23</b>	<b>24</b>	<b>25</b>	<b>26</b>
No Data Entry						
<b>27</b>	<b>28</b>	<b>29</b> Workflows Due Noon	<b>30</b>	<b>31</b> End Pay Period		
				Final Entries		

**Workflows submitted after deadlines will be entered once payroll runs.**



# Workflow Timelines

September 2017						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
					<b>1</b> Start Pay Period	<b>2</b>
					No Data Entry	
<b>3</b>	<b>4</b> Holiday	<b>5</b>	<b>6</b>	<b>7</b> Pay Day	<b>8</b>	<b>9</b>
	No Data Entry					
<b>10</b>	<b>11</b>	<b>12</b>	<b>13</b>	<b>14</b>	<b>15</b> End Pay Period	<b>16</b> Start Pay Period
			Workflows Due Noon		Final Entries	
<b>17</b>	<b>18</b>	<b>19</b>	<b>20</b>	<b>21</b>	<b>22</b> Pay Day	<b>23</b>
	No Data Entry					
<b>24</b>	<b>25</b>	<b>26</b>	<b>27</b>	<b>28</b>	<b>29</b>	<b>30</b> End Pay Period
			Workflows Due Noon		Final Entries	

**Workflows submitted after deadlines will be entered once payroll runs.**

# Workflow Timelines

October 2017						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
<b>1</b> Start Pay Period	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b> Pay Day	<b>7</b>
No Data Entry						
<b>8</b>	<b>9</b>	<b>10</b>	<b>11</b> Workflows Due Noon	<b>12</b>	<b>13</b> Final Entries	<b>14</b>
<b>15</b> End Pay Period	<b>16</b> Start Pay Period	<b>17</b>	<b>18</b>	<b>19</b>	<b>20</b> Pay Day	<b>21</b>
No Data Entry						
<b>22</b>	<b>23</b>	<b>24</b>	<b>25</b>	<b>26</b>	<b>27</b> Workflows Due Noon	<b>28</b>
<b>29</b>	<b>30</b>	<b>31</b> End Pay Period Final Entries				

**Workflows submitted after deadlines will be entered once payroll runs.**

# Workflow Timelines

November 2017						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1 Start Pay Period	2	3	4
			No Data Entry			
5	6 No Data Entry	7 Pay Day	8	9	10 Holiday	11
12	13 Workflows Due Noon	14	15 End Pay Period	16 Start Pay Period	17	18
			Final Entries	No Data Entry		
19	20	21	22 Pay Day	23 Holiday	24 Holiday	25
	No Data Entry					
26	27	28 Workflows Due Noon	29	30 End Pay Period		
				Final Entries		

**Workflows submitted after deadlines will be entered once payroll runs.**

# Workflow Timelines

December 2017						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1 Start Pay Period	2
					No Data Entry	
3	4	5	6	7 Pay Day	8	9
	No Data Entry					
10	11	12	13 Workflows Due Noon	14	15 End Pay Period	16 Start Pay Period
					Final Entries	
17	18	19	20	21	22 Pay Day	23
	No Data Entry					
24	25 Holiday	26	27 Workflows Due Noon	28	29	30
					Final Entries	
31 End Pay Period	Workflows submitted after deadlines will be entered once payroll runs.					

# Workflow Timelines



January 2018						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
	<b>1</b> Start Pay Period Holiday	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b> Pay Day	<b>6</b>
No Data Entry						
<b>7</b>	<b>8</b>	<b>9</b>	<b>10</b> Workflows Due Noon	<b>11</b> Final Entries	<b>12</b>	<b>13</b>
<b>14</b>	<b>15</b> End Pay Period Holiday	<b>16</b> Start Pay Period	<b>17</b>	<b>18</b>	<b>19</b>	<b>20</b>
No Data Entry						
<b>21</b>	<b>22</b> Pay Day	<b>23</b>	<b>24</b>	<b>25</b>	<b>26</b>	<b>27</b>
<b>28</b>	<b>29</b> Workflows Due Noon	<b>30</b>	<b>31</b> End Pay Period Final Entries			

**Workflows submitted after deadlines will be entered once payroll runs.**