

Report Catalog

Available LightWork Time Reports

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Timesheet Reports List

This page lists all the Reports accessible to a User, depending on its Group Security settings, within LightWork Time. If you'd like to request a change or customized Report is desired, please contact your LightWork Administrator.

Available Reports

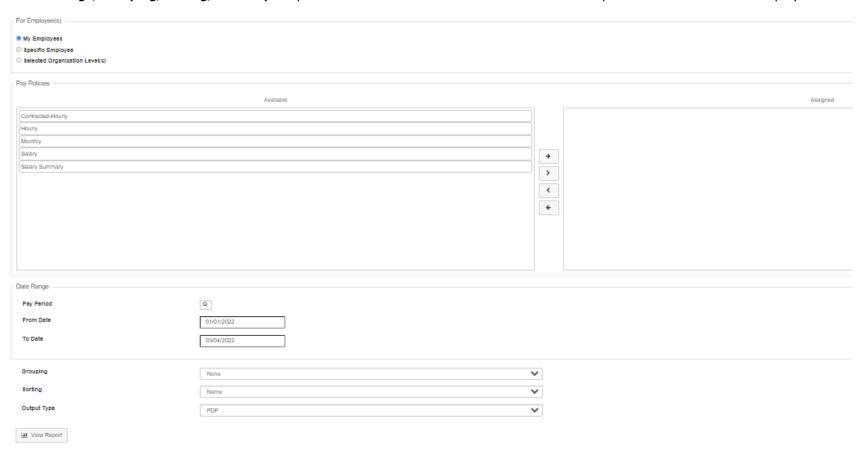
- Current Employee Timecards
- Employee Punches
- Employee Setup List
- Hours Entered By Organization Level
- Hours Entered By Organization Level With Unit Rates
- PBJ Setup Review
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- Time Off Request List
- Time Off Requests By Pay Policy
- Time Off Requests by Manager
- Time Worked X Days In A Row
- Timesheet Approval Check
- Timesheet Detail By Pay Code:
- Timesheet Detail With In Out Actual
- Timesheet Detail With In Out For Holidays
- Timesheet Detail With In/Out
- Timesheet Detail with In/Out Shift
- Timesheet Summary
- Timesheet Summary OT
- Timesheet Summary Above X Hours
- Timesheet Summary By Week
- Timesheet Summary Flash

Parameter Screens

LightWork Reports are entirely customizable based on desired 'parameters' that filter the report results to provide you with the most useful insights into your data.

- Within the *For Employees* section, a user can enter a specific segment of their workforce they'd like to filter the report by such as 'My Employees' which would see all the employees they have configured access to under User Security, 'Specific Employees' which restricts the report to a dynamic list of employees selected, and 'Selected Organization Level(s)' which allow the report to be filtered by Company as well as by the Organization Levels available in the system (for example these can be Division, Department, or Location).
- Within the *Pay Policies* section, a user can assign the specific Pay Policies they'd like the report to limit by. If none are moved to the Assigned section then all Available options would be applied as the parameter for Pay Policies.
- The Date Range, Grouping, Sorting, and Output options allow a user to further customize how the report is run and how it will display the found results.



Common Functionality

These are functions that are shared within all out-of-box LightWork Reports and are found within the Parameter Screen.

- For Employee(s) selection: These options allow you to select My Employee (employees who have been configured for your user to have access to within User Security such as Direct Reports), Specific Employees (employees selected from a list of employees your user has access to), and Selected Organization Levels (which would allow you to refine results based by Company as well as Company Specific Organization Levels).
- Date Range selection: Most reports allow you to utilize Pay Period selection which would automatically fill out the 'From Date' and 'To Date' parameters for your report. If you desire more specific control over the timeframe queried as part of this report, feel free to make your selections for the To/From fields.
- Output Type selection: Output type allows you to select the method in which your report is delivered. All reports can be exported into a PDF or Excel.

 Note: If the PDF method is selected a new tab will be opened which may be prohibited by pop-up blockers. If the Excel method is selected the report will be brought directly into a CSV file to open in Excel and formatting may be affected. Formatting may require manual intervention.

Each of these reports is controlled by a 'securable' which allows for efficient control over what users can have access to them. This security measure allows Administrators to easily grant/remove access to these tools.

If you have any questions regarding these reports, their functionality, or potential customizations to make these work better for your organization, please reach out to the LightWork Team at Support@lightworksoftware.com.

Current Employee Timecards

Available Parameter(s): Company List.



Print Date: 3/4/2022 Period: 02/11/2022 to 03/10/2022

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Dunedin	Enterbr	1565 - U	13

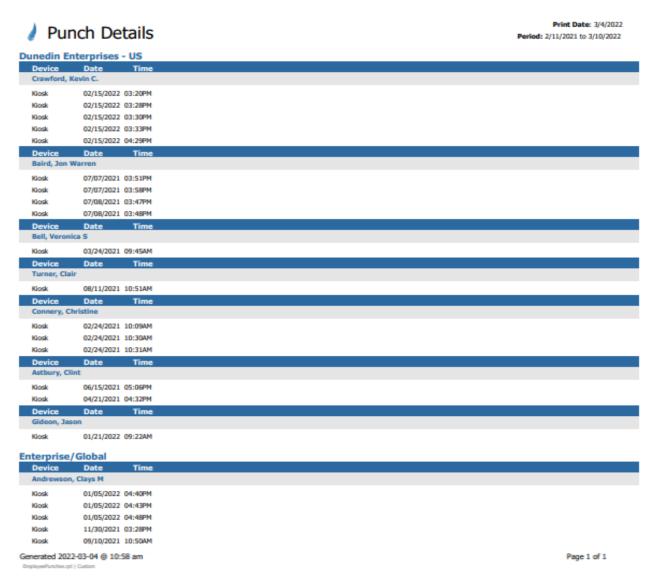
Shiel	ds, Marilou									
	Date	In Time	Out Time	Code	Reg	OT1	Job	Level 1	Level 2	Level 3
Sat	02/12/2022	12:00 am		Sick	8.00	0.00	QA Inspector	Operations	Quality Assurance	Headquarters
Sun	02/13/2022	12:00 am		Reg	7.00	0.00	QA Inspector	Operations	Quality Assurance	Headquarters
Mon	02/14/2022	12:00 am		Reg	8.00	0.00	QA Inspector	Operations	Quality Assurance	Headquarters
Tue	02/15/2022	12:00 am		Reg	8.00	0.00	QA Inspector	Operations	Quality Assurance	Headquarters
Wed	02/16/2022	12:00 am		Reg	8.00	0.00	QA Inspector	Operations	Quality Assurance	Headquarters
Thu	02/17/2022	12:00 am		Reg	8.00	0.00	QA Inspector	Operations	Quality Assurance	Headquarters
FH	02/18/2022	12:00 am		Reg	7.00	0.00	QA Inspector	Operations	Quality Assurance	Headquarters
Sat	02/19/2022	12:00 am		Reg	7.00	0.00	QA Inspector	Operations	Quality Assurance	Headquarters
Sun	02/20/2022	12:00 am		Reg	7.00	0.00	QA Inspector	Operations	Quality Assurance	Headquarters
Mon	02/21/2022	12:00 am		Reg	8.00	0.00	QA Inspector	Operations	Quality Assurance	Headquarters

		Reg	Sick
2/12/2022	Regular Hours Overtime1 Hours	0.00 0.00	8.00 0.00
2/13/2022	Regular Hours Overtime1 Hours	7.00 0.00	0.00
2/14/2022	Regular Hours Overtime1 Hours	8.00 0.00	0.00
2/15/2022	Regular Hours Overtime1 Hours	8.00 0.00	0.00
2/16/2022	Regular Hours Overtime1 Hours	8.00 0.00	0.00
2/17/2022	Regular Hours Overtime1 Hours	8.00 0.00	0.00
2/18/2022	Regular Hours Overtime1 Hours	7.00 0.00	0.00
2/19/2022	Regular Hours Overtime1 Hours	7.00 0.00	0.00
2/20/2022	Regular Hours Overtime1 Hours	7.00 0.00	0.00

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Employee Punches

Available Parameter(s): Employee Selections (My Employees, Specific Employee, Selected Organization Levels), Pay Policy, Date Range, Grouping, Sorting, and Output Type.



Employee Setup List

Available Parameter(s): Employee Selections (My Employees, Specific Employee, Selected Organization Levels), Pay Policy, Date Range, Grouping, Sorting, and Output Type.

# Emplove	ee Setup Review				Print Date: 3/4/2022
	•				
	rises - Canada Bryan, Marilyn Alison (A)		Primary Manager		
Employee Type	Regular Full Time (RFT)	Organization Levels	Primary Manager		
Salary/Hourly	н	Division	Canadian Operations (CD)		
Pay Policy	Hourly (HOURLY)	Department	Production- Canada (PROD)		
Holiday Policy	NOT ASSIGNED	Location	Western BC office (W)		
Default Shift	NOT ASSIGNED	Cost Center	NOT ASSIGNED		
Last Hire	January 10, 2008				
Employee	Dolite, Theodore M (A)		Primary Manager		
Employee Type	Regular Full Time (RFT)	Organization Levels			
Salary/Hourly	S	Division	Canadian Operations (CO)		
Pay Policy	Salary (Salary)	Department	Production- Canada (PROD)		
Holiday Policy	Testing Width (Testing Width)	Location	Western BC office (W)		
Default Shift	NOT ASSIGNED	Cost Center	NOT ASSIGNED		
Last Hire	January 10, 2008				
Employee	Donne, Jane Martha (A)		Primary Manager	Douglas, Shirley	
Employee Type	Regular Full Time (RFT)	Organization Levels			
Salary/Hourly	н	Division	Canadian Operations (CO)		
Pay Policy	Hourly (HOURLY)	Department	Administration (ADMIN)		
Holiday Policy	NOT ASSIGNED	Location	Western BC office (W)		
Default Shift	NOT ASSIGNED	Cost Center	NOT ASSIGNED		
Last Hire	March 01, 2008				
Employee	Emerson, M (A)		Primary Manager		
Employee Type	NOT ASSIGNED	Organization Levels			
Salary/Hourly	5	Division	NOT ASSIGNED		
Pay Policy	Salary (Salary)	Department	NOT ASSIGNED		
Holiday Policy	Testing Width (Testing Width)	Location	NOT ASSIGNED		
Default Shift	NOT ASSIGNED	Cost Center	NOT ASSIGNED		
Last Hire	October 14, 2019				
Employee	Haley III, John Rees (A)		Primary Manager	Lamar, Nelson	
Employee Type	Regular Full Time (RFT)	Organization Levels			
Salary/Hourly	н	Division	Canadian Operations (CO)		
Pay Policy	Hourly (HOURLY)	Department	Sales (SALES)		
Holiday Policy	NOT ASSIGNED	Location	Western BC office (W)		
Default Shift	NOT ASSIGNED	Cost Center	NOT ASSIGNED		
Last Hire	March 28, 2007				

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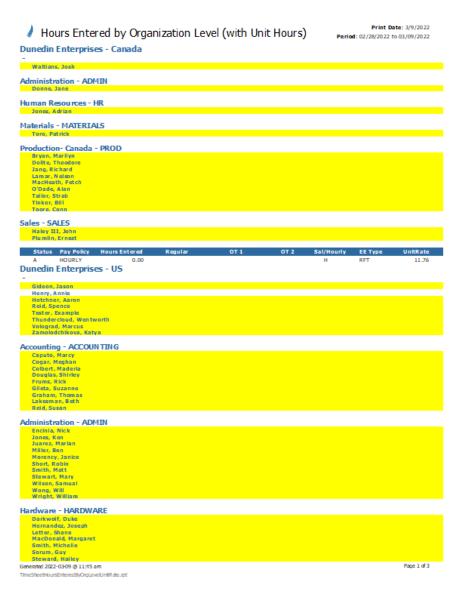
Hours Entered by Organization Level

Available Parameter(s): Employee Selections (My Employees, Specific Employee, Selected Organization Levels), Pay Policy, Date Range, Grouping, and Output Type.

ieum Enter	rprises - US	•					
Status A	Type Salary	Hours Entered	Regular 0.00	OT 1	OT 2 0.00	Sal/Hourly S	Employee Type RFT
ment, John Status	Type	Hours Entered	Regular	0T 1	0T 2	Sal/Hourly	Employee Type
A mentle, Jonah	Salary	0.00	Regular	OT 1	OT 2	Sal/Hourly S	Employee Type RPT
Status LOA	Type Salary - Sum	Hours Entered 71.00	Regular 69.00	OT 1	OT 2	Sal/Hourly	Employee Type INT
ndrews, Clay			*****	0.00			
Status A	Type Salary	Hours Entered 0.00	Regular	OT 1	OT 2	Sal/Hourly H	Employee Type RFT
stbury, Clint Status	Type	Hours Entered	Regular	OT 1	OT 2	Sal/Hourly	Employee Type
A	HOURLY	21.00	21.00	0.00	0.00	Sal/Houriv H	RFT
zevedo, Sue Status	Туре	Hours Entered	Regular	0T 1	OT 2	Sal/Hourly	Employee Type
A	Salary	40.00	40.00	0.00	0.00	S	RFT
aird, John Status	Туре	Hours Entered	Regular	0T 1	OT 2	Sal/Hourly	Employee Type
A aird, Jon	Salary	0.00				S	RFT
Status A	Type Salary	Hours Entered 0.00	Regular	0T 1	OT 2	Sal/Hourly S	Employee Type SEA
arne, Shan	Toma	Hours Entered	Danislan	OTA	OT 3	Sal/Hourly	Faralaura Tura
Status A	Type Salary	0.00	Regular	0T 1	OT 2	Sal/Hourly S	Employee Type RFT
arnes, Shanno Status	Type	Hours Entered	Regular	OT 1	OT 2	Sal/Hourly	Employee Type
A ell, Veronica	Salary	0.00		- ii	<u> </u>	S	RFT
Status	Туре	Hours Entered 0.00	Regular	OT 1	OT 2	Sal/Hourly S	Employee Type RFT
lack, Joseph	Salary						
Status A	Type Salary	Hours Entered 0.00	Regular	0T 1	OT 2	Sal/Hourly S	Employee Type RFT
Status	Type	Hours Entered	Regular	0T 1	OT 2	Sal/Hourly	Employee Type
A	Salary	0.00	Regular	VI 1	VI 2	S	RFT
ronson, Carito Status	Туре	Hours Entered	Regular	OT 1	OT 2	Sal/Hourly	Employee Type
A allman, Miah	Salary	0.00				S	RFT
Status	Туре	Hours Entered	Regular	OT 1	OT 2	Sal/Hourly	Employee Type
A allman, Miah	Salary	0.00				S	RPT
Status	Type Salary	Hours Entered 0.00	Regular	OT 1	OT 2	Sal/Hourly S	Employee Type RPT
ambridge, Rya	n						
Status A	Type Salary	Hours Entered 0.00	Regular	OT 1	OT 2	Sal/Hourly S	Employee Type RFT
ambridge, Rya Status		Hours Entered	Regular	0T 1	OT 2	Sal/Hourly	Employee Type
A	Salary	0.00	Regular	011	012	Sal/ Hourly S	RFT RFT
ameron, Nancy Status	Type	Hours Entered	Regular	OT 1	OT 2	Sal/Hourly	Employee Type
A aputo, Marcy	Salary	0.00				S	RFT
Status	Туре	Hours Entered	Regular	OT 1	OT 2	Sal/Hourly	Employee Type
A ogar, Meghan	Salary	0.00				S	RFT
Status	Type CON-HOURLY	Hours Entered 0.00	Regular	0T 1	OT 2	Sal/Hourly H	Employee Type RFT
olbert, Maderia	a						
	Type CON-HOURLY	Hours Entered 0.00	Regular	OT 1	OT 2	Sal/Hourly H	Employee Type RFT
onley, Ashley Status	Туре	Hours Entered	Regular	0T 1	OT 2	Sal/Hourly	Employee Type
A onnery, Christi	Salary	0.00				S	RFT
Status	Туре	Hours Entered	Regular	0T 1	QT 2	Sal/Hourly	Employee Type
A raig, John	Salary - Sum	0.00	0.00	0.00	0.00	S	RFT

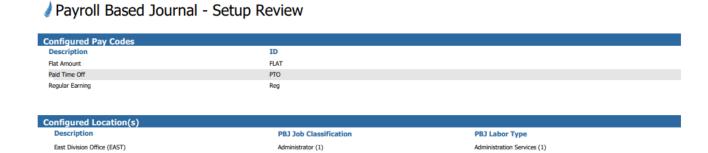
Hours Entered by Organization Level (with Unit Hours)

Available Parameter(s): Employee Selections (My Employees, Specific Employee, Selected Organization Levels), Pay Policy, Date Range, Grouping, and Output Type.



Payroll-Based Journal 'PBJ' Setup Review

Available Parameter(s): None. This report does not have filtering parameters in place; it simply pulls configured pay codes and locations associated with the Payroll-Based Journal set-up.



Generated | 2022-03-09 @ 3:29 pm Page 1 of 1

Payroll-Based Journal 'PBJ' Staff Hours

Available Parameter(s): Settings (Year, Quarter, Use Date Range, Facility ID, and State), Company and Organization Level(s) selections.

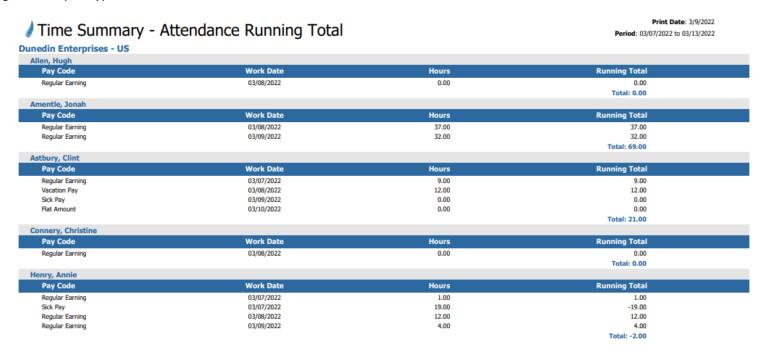


No applicable records found

Generated | 2022-03-09 @ 4:40 pm PBJ-Hours.rpt

Pay Code Running Total for Date Range

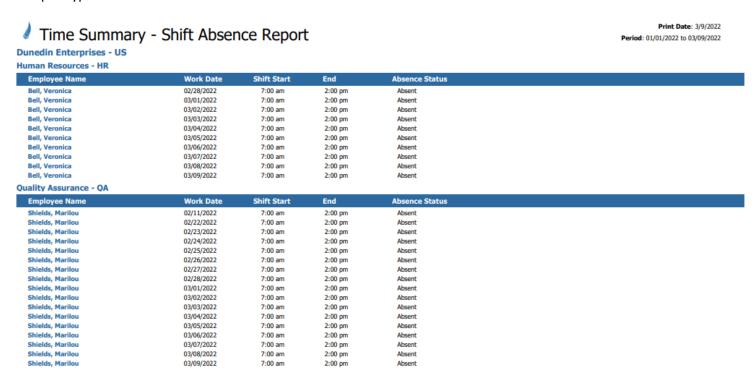
Available Parameter(s): Employee Selections (My Employees, Specific Employee, Selected Organization Levels), Pay Policy, Date Range, For Pay Code(s), Grouping, Sorting, and Output Type.



Generated 2022-03-09 @ 4:47 pm

Shift Based Absences

Available Parameter(s): Employee Selections (My Employees, Specific Employee, Selected Organization Levels), Pay Policy, Date Range, Grouping, Sorting and Absences Only, and Output Type.



Generated 2022-03-09 @ 4:51 pm Page 1 of 1

TimeShiftAbsence.r

Shift Based Missed Punches

Available Parameter(s): Employee Selections (My Employees, Specific Employee, Selected Organization Levels), Pay Policy, Date Range, Grouping, Sorting, and Output Type.

Print Date: 3/9/2022 **Period**: 02/28/2022 to 03/13/2022

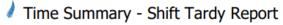
Dunedin Enterprises - US

Employee	Work Date	Shift Start	End	In Time	In Status	Out Time	Out Status	
Allen, Hugh	03/08/2022	8:00 pm	8:00 am	2:18 pm	Early		MP	
Ament, John	02/28/2022	8:00 pm	8:00 am	12:00 am	Early		MP	
Ament, John	03/01/2022	8:00 pm	8:00 am	12:00 am	Early		MP	
Ament, John	03/02/2022	8:00 pm	8:00 am	12:00 am	Early		MP	

Generated 2022-03-09 @ 4:53 pm Page 1 of 1

Shift Based Tardies

Available Parameter(s): Employee Selections (My Employees, Specific Employee, Selected Organization Levels), Pay Policy, Date Range, Grouping, Sorting, and Output Type.



Print Date: 3/9/2022 Period: 01/01/2022 to 03/13/2022

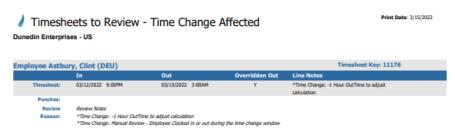
Dunedin Enterprises - US

Employee	Work Date	Shift Start	End	In Time	In Status	Out Time	Out Status
Allen, Hugh	03/08/2022	8:00 pm	8:00 am	2:18 pm	Early		MP
Ament, John	02/28/2022	8:00 pm	8:00 am	12:00 am	Early		MP
Ament, John	03/01/2022	8:00 pm	8:00 am	12:00 am	Early		MP
Ament, John	03/02/2022	8:00 pm	8:00 am	12:00 am	Early		MP
Astbury, Clint	03/07/2022	8:00 pm	8:00 am	12:00 pm	Early	9:00 pm	Early
Shields, Marilou	02/12/2022	7:00 am	2:00 pm	12:00 am	Early		MP
Shields, Marilou	02/13/2022	7:00 am	2:00 pm	12:00 am	Early		MP
Shields, Marilou	02/14/2022	7:00 am	2:00 pm	12:00 am	Early		MP
Shields, Marilou	02/15/2022	7:00 am	2:00 pm	12:00 am	Early		MP
Shields, Marilou	02/16/2022	7:00 am	2:00 pm	12:00 am	Early		MP
Shields, Marilou	02/17/2022	7:00 am	2:00 pm	12:00 am	Early		MP
Shields, Marilou	02/18/2022	7:00 am	2:00 pm	12:00 am	Early		MP
Shields, Marilou	02/19/2022	7:00 am	2:00 pm	12:00 am	Early		MP
Shields, Marilou	02/20/2022	7:00 am	2:00 pm	12:00 am	Early		MP
Shields, Marilou	02/21/2022	7:00 am	2:00 pm	12:00 am	Early		MP

Generated 2022-03-09 @ 4:59 pm Page 1 of 1

Time Change

Available Parameter(s): Employee Selections (My Employees, Specific Employee, Selected Organization Levels), Pay Policy, Date Range, Grouping, Sorting and Output Type.



Time in Lieu - Summary

Available Parameter(s): Employee Selections (My Employees, Specific Employee, Selected Organization Levels), Pay Policy, Date Range, Grouping, Sorting, and Output Type.



Time Off Pay Code Check Balances

Available Parameter(s): Employee Selections (My Employees, Specific Employee, Selected Organization Levels), Pay Policy, Date Range, Grouping, Sorting, and Output Type.



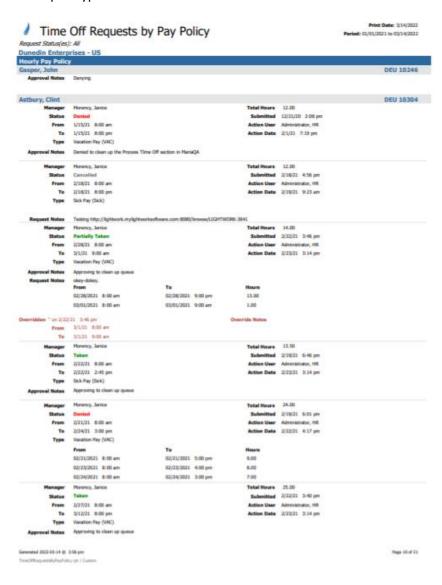
Time Off Request List

Available Parameter(s): Employee Selections (My Employees, Specific Employee, Selected Organization Levels), Pay Policy, Date Range, Grouping, Sorting, and Output Type.



Time Off Requests By Pay Policy

Available Parameter(s): Employee Selections (My Employees, Specific Employee, Selected Organization Levels), Date Range, Include Request Status Options (Submitted, Cancelled, Approved, Denied), and Output Type.



Time Off Requests By Manager

Available Parameter(s): Employee Selections (My Employees, Specific Employee, Selected Organization Levels, Direct Reports Only), Date Range, Include Request Status Options (Submitted, Cancelled, Approved, Denied), and Output Type.



Generated 2022-03-14 (b) 3:44 pm Page 1 of 1

Time Worked X Days In A Row

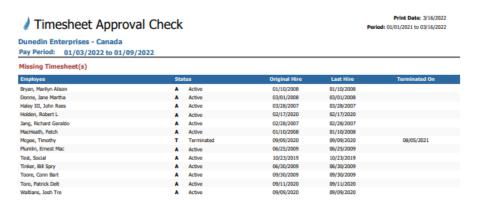
Available Parameter(s): Employee Selections (My Employees, Specific Employee, Selected Organization Levels), Pay Policy, Date Range, Sorting, and Output Type.



Generated 2022-03-16 @ 8:45 am

Timesheet Approval Check

Available Parameter(s): Employee Selections (My Employees, Specific Employee, Selected Organization Levels), Pay Policy, Date Range, and Output Type.



Timesheet Detail by Pay Code

Available Parameter(s): Employee Selections (My Employees, Specific Employee, Selected Organization Levels), Pay Policy, Date Range, Pay Code selections, Grouping, Sorting, and Output Type.



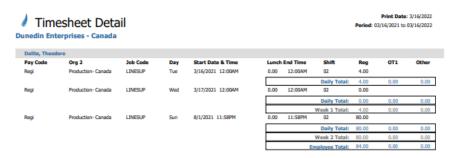
Timesheet Detail with In/Out Actual

Available Parameter(s): Employee Selections (My Employees, Specific Employee, Selected Organization Levels), Date Range, Pay Code selections, Grouping, Sorting, and Output Type.



Timesheet Detail with In/Out Shift

Available Parameter(s): Employee Selections (My Employees, Specific Employee, Selected Organization Levels), Date Range, Pay Code selections, Grouping, Sorting, and Output Type.



Timesheet Summary

Available Parameter(s): Employee Selections (My Employees, Specific Employee, Selected Organization Levels), Pay Policies, Date Range, Grouping, Sorting, and Output Type.

Timesheet Summary

Dunedin Enterprises - Canada

Production- Canada - PROD

	Regi	Total Hours
Dolite, Theodore - 100100	84.00	84.00
Lamar, Nelson - 100700	80.00	80.00
MacHeath, Fetch - 100300	16.00	16.00
O'Dade, Alan - 100200	80.00	80.00
Tailor, Strab - 300100	80.00	80.00
Total	340.00	340.00

Print Date: 3/16/2022 Period: 03/16/2021 to 03/16/2022

Generated 2022-03-16 ⊕ 10:43 am

TimesheetSummary.rpt | Custom

Timesheet Summary - OT

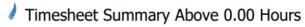
Available Parameter(s): Employee Selections (My Employees, Specific Employee, Selected Organization Levels), Pay Policies, Date Range, Grouping, Sorting, and Output Type.

Timesheet Summary OT O	nlv		Print Date: 3/16/2022 Period: 03/16/2021 to 03/16/2022
edin Enterprises - US	,		
urton, Lex - 10267			
Pay Code	Date	OT1	OT2
Reg	05/10/2021	10.00	0.00
Reg	05/23/2021	5.00	0.00
urton, Lex - 10267 - OT Totals	03/23/2021	15.00	0.00
ogar, Meghan - 10240			
Pay Code	Date	OT1	OT2
Regi	03/14/2022	6.85	0.00
Regi	03/29/2021	6.00	0.00
Regi	03/30/2021	6.00	0.00
Regi	11/06/2021	1.00	0.00
Regi	11/07/2021	1.00	0.00
gar, Meghan - 10240 - OT Totals		20.85	0.00
olbert, Maderia - 10262			
Pay Code	Date	OT1	OT2
Regi	03/29/2021	11.00	0.00
Sick	04/01/2021	12.00	0.00
olbert, Maderia - 10262 - OT Totals		23.00	0.00
aig, John - 115			
Pay Code	Date	OT1	OT2
Regi	06/29/2021	2.00	0.00
Regi	06/30/2021	3.00	0.00
Regi	07/01/2021	7.00	0.00
aig, John - 115 - OT Totals		12.00	0.00
Totals		70.85	0.00
		OT1	0Т2
y Type Totals		70.85	0.00

Generated 2022-03-16 @ 10:44 am TimeshectSummaryOTOnly.rpt

Timesheet Summary Above X Hours

Available Parameter(s): Employee Selections (My Employees, Specific Employee, Selected Organization Levels), Pay Policies, Date Range, Grouping, Sorting, Hours Above, Show Detail, and Output Type.



Print Date: 3/16/2022 Period: 3/16/2021 to 3/16/2022

Dunedin Enterprises - Canada

	Pay Code	Date	Regular Hours	OT1 Hours	OT2 Hours	Total Hours	
Dolite, Theodore - 100100			84.00	0.00	0.00	84.00	
Donne, Jane - 200200			13.00	0.00	0.00	13.00	
Jones, Adrian - 042			80.00	0.00	0.00	80.00	
Lamar, Nelson - 100700			80.00	0.00	0.00	80.00	
MacHeath, Fetch - 100300			16.00	0.00	0.00	16.00	
O'Dade, Alan - 100200			80.00	0.00	0.00	80.00	
Tailor, Strab - 300100			80.00	0.00	0.00	80.00	

Dunedin Enterprises - US

	Pay Code	Date	Regular Hours	OT1 Hours	OT2 Hours	Total Hours
Allen, Hugh - 151			109.00	0.00	0.00	109.00
Ament, John - 10245			152.23	0.00	0.00	152.23
Amentle, Jonah - 111023			91.00	0.00	0.00	91.00
Andrews, Clay - 10236			88.00	0.00	0.00	88.00
Astbury, Clint - 10304			77.00	0.00	0.00	77.00
Azevedo, Sue - 10011			40.00	0.00	0.00	40.00
Baird, John - 120			91.00	0.00	0.00	91.00
Baird, Jon - 120			28.00	0.00	0.00	28.00
Barne, Shan - 1223			0.00	0.00	0.00	0.00
Barnes, Shannon - 152			80.00	0.00	0.00	80.00
Bell, Veronica - 109			80.00	0.00	0.00	80.00
Black, Joseph - 24			82.00	0.00	0.00	82.00
Blurton, Lex - 10267			310.00	15.00	0.00	325.00
Bronson, Carlton - 10291			80.00	0.00	0.00	80.00
Callman, Miah - 10258			80.00	0.00	0.00	80.00
Cambridge, Ryan - 10255			80.00	0.00	0.00	80.00
Cameron, Nancy - 10242			80.00	0.00	0.00	80.00
Caputo, Marcy - 10294			80.00	0.00	0.00	80.00
Cogar, Meghan - 10240			40.00	20.85	0.00	60.85
Colbert, Maderia - 10262			16.00	23.00	0.00	39.00
Conley, Ashley - 10293			80.00	0.00	0.00	80.00
Connery, Christine - 10290			48.00	0.00	0.00	48.00
Craig, John - 115			14.00	12.00	0.00	26.00
Crawford, Kevin - 10229			54.75	0.00	0.00	54.75
Cullen, William - 144			80.00	0.00	0.00	80.00
Darkwolf, Duke - 203			37.00	0.00	0.00	37.00
Douglas, Shirley - 146			115.00	0.00	0.00	115.00
Draydson, Sally - 10299			80.00	0.00	0.00	80.00
Folegan, Noah - 10254			80.00	0.00	0.00	80.00

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Timesheet Summary by Week

Available Parameter(s): Employee Selections (My Employees, Specific Employee, Selected Organization Levels), Pay Policies, Date Range, Grouping, Sorting, and Output Type.

▼ Timesheet Summary by Week

Dunedin Enterprises - Canada

Print Date: 3/16/2022 Period: 03/16/2021 to 03/16/2022

		PREMIUM	Regi	Total Hours
Dolite, Theodore - 100100	2021-03-14	0.00	4.00	4.00
	2021-08-01	0.00	80.00	80.00
Donne, Jane - 200200	2022-03-07	13.00	0.00	13.00
Jones, Adrian - 042	2021-08-01	0.00	80.00	80.00
Lamar, Nelson - 100700	2021-08-01	0.00	80.00	80.00
MacHeath, Fetch - 100300	2021-11-01	0.00	16.00	16.00
O'Dade, Alan - 100200	2021-08-01	0.00	80.00	80.00
Tailor, Strab - 300100	2021-08-01	0.00	80.00	80.00
	Total	13.00	420.00	433.00

Dunedin Enterprises - US

		0050	FLAT	HOL	MIL	OT1	PC	PREMIUM	Reg	
Allen, Hugh - 151	2021-05-09	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
	2021-08-01	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
	2022-02-20	0.00	0.00	0.00	0.00	0.00	0.00	0.00	8.00	
	2022-03-06	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Ament, John - 10245	2021-05-09	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
	2021-06-20	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
	2021-07-18	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	

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Timesheet Summary by Week

Available Parameter(s): Employee Selections (My Employees, Specific Employee, Selected Organization Levels), Pay Policies, Date Range, Grouping, Sorting, and Output Type.

Timesheet Flash			Print Date: 3/16/2022 Period: 03/16/2021 to 03/16/2022
edin Enterprises - Canada			
Labor Hours	Hours	Amount	% Total
PREMIUM	13.00	248.63	0.05
Regi	420.00	11,438.02	2.45
edin Enterprises - US			
Labor Hours	Hours	Amount	% Total
0050	0.00	0.00	0.00
FLAT	14.00	35,427.45	7.57
HOL	0.00	0.00	0.00
MIL	150.00	2,814.82	0.60
OT1	70.85	1,605.34	0.34
PC	9.00	108.00	0.02
PREMIUM	54.00	885.81	0.19
Reg	458.53	80,041.49	17.11
Regi	6,801.98	307,263.91	65.69
Sick	42.00	383.23	0.08
VAC	15.00	26,599.59	5.69
erprise/Global			
Labor Hours	Hours	Amount	% Total
PREMIUM	43.00	924.86	0.20
Regi	0.25	5.38	0.00
Total	8,091.61	467,746.53	

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TimesheetSummaryFlash.rp

Thank You

Need More Info? Contact your LightWork Representative with any questions.