

timesheet in excel

Employee Time Sheet							
Employee Name:		Laurel Yan					
Department:							
Start Day:		04-03-02					
Weekday	Date	Start Work	Time Out (Lunch)	Time In (Lunch)	End Work	Total Hours	Weekly Hours
Monday	04-03-02	8:00 PM	12:00 AM	1:00 AM	5:00 AM	8:00	8:00
Tuesday	05-03-02	10:00 AM	2:00 PM	2:30 PM	7:00 PM	8:30	16:30
Wednesday	06-03-02	9:00 AM	12:00 PM	1:00 PM	6:30 PM	8:30	25:00
Thursday	07-03-02	7:30 AM	11:30 AM	12:00 PM	6:30 PM	10:30	35:30
Friday	08-03-02	8:30 AM	11:30 AM	12:00 PM	6:30 PM	9:30	45:00
Saturday	09-03-02					0:00	45:00
Sunday	10-03-02					0:00	45:00
WEEKLY TOTAL							
Total hours:		45:00					
Regular hours:		40:00					
Overtime hours:		5:00					
		Clear		Help			

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