

October 2018

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1 BW Payroll Process PE 09/26/18	2 BW PAYGL02 Pay Run ID 1907 SPD - OPEN	3 Mail BW Paychecks 4:00pm Deadline: Off-cycle Ck Requests due for Fri. PU /Mailing	4	5 BW Payday-PE 09/26/18 BW PSFs due PE 10/10/18	6
7	8 Columbus Day Late/Revised Time Docs (Process w/PYRL PE 10/10/18)	9	10 4:00pm Deadline: Off-cycle Ck Requests due for Fri. PU /Mailing SPD ON Line User TRNG	11 8:00a-Time Editor Opens-PE 10/10/18	12 Tech Time/Kronos/Deltek due by noon 2:00p-Time Editor Closes End PS Updates	13
14	15 Monthly PSFs due BW Payroll Process PE 10/10/18	16 BW PAYGL02 Pay Run ID 1908	17 Mail BW Paychecks 4:00pm Deadline: Off-cycle Ck Requests due for Fri. PU /Mailing SPD Adhoc Report TRNG	18	19 BW Payday-PE 10/10/18 BW PSFs due PE 10/24/18	20
21	22 Late/Revised Time Docs (Process w/PYRL PE 10/24/18) End PS Updates	23 Monthly Payroll Process PE 10/31/18 SPD Gray OUT-Mthly	24 PAYGL02 Run ID M1018 4:00pm Deadline: Off-cycle Ck Requests due for Fri. PU /Mailing SPD Gray OUT-Mthly	25 8:00a-Time Editor Opens-PE 10/24/18 Monthly Payroll posted for Redistributions **	26 Tech Time/Kronos/Deltek due by noon 2:00p-Time Editor Closes End PS Updates Monthly Payroll posted for Redistributions **	27
28	29 BW Payroll Process PE 10/24/18 Mail Monthly Paychecks Monthly Payroll posted for Redistributions **	30 BW PAYGL02 Pay Run ID 1909 Monthly Payroll posted for Redistributions **	31 Halloween SPD Closed - Month End Mail BW Paychecks Monthly Payday 4:00pm Deadline: Off-cycle Ck Requests due for Fri. PU /Mailing	Notes: ** Depending on payroll processing, SPD could be open for redistributions earlier or later. We will announce.		