# **README - Move Orthopeadics Timesheets - v2**

Billing Month:

Calendar Month:

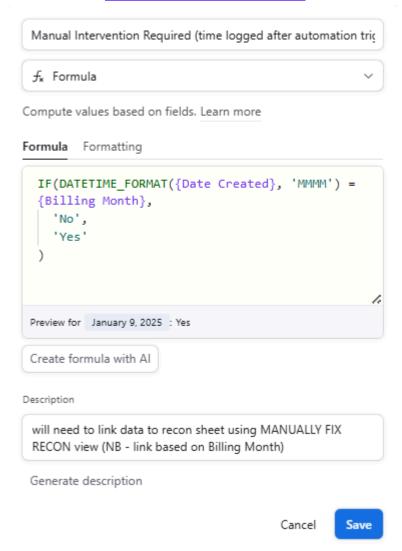
### **How Base Works**

### **Tables**

#### Data

Manual Intervention Required (time logged after automation trigger)

to assist with **COMMON ISSUE NO DATA** 



Recon

#### **BUG: NO RECON DATA**

since <u>August 2025 - end</u> set to run on 21st of month (of **Billing Month**) if user enters data for a given **Billing Month** at some point *after* 21st said **Billing Month** 

)	∄ Date	£ Billing Month □	£ Total Hours	Date Created
4	August 4, 2025	August	8:00	9/4/2025
5	August 5, 2025	August	8:00	9/4/2025
5	August 6, 2025	August	4:00	9/4/2025
7	August 6, 2025	August	2:00	9/4/2025
8	August 6, 2025	August	3:00	9/4/2025
9	August 7, 2025	August	8:00	9/4/2025
D	August 8, 2025	August	5:00	9/4/2025
1	August 8, 2025	August	2:00	9/4/2025
2	August 11, 2025	August	8:00	9/4/2025
3	August 12, 2025	August	8:00	9/4/2025
4	August 13, 2025	August	4:00	9/4/2025
5	August 13, 2025	August	2:00	9/4/2025
5	August 13, 2025	August	3:00	9/4/2025
7	August 14, 2025	August	8:00	9/4/2025
8	August 15, 2025	August	3:30	9/4/2025
9	August 15, 2025	August	4:30	9/4/2025
D	August 18, 2025	August	8:00	9/4/2025
1	August 19, 2025	August	8:00	9/4/2025
2	August 20, 2025	August	4:00	9/4/2025
3	August 20, 2025	August	2:00	9/4/2025
4	August 20, 2025	August	3:00	9/4/2025
5	August 21, 2025	August	8:00	9/4/2025

then there will be no data for automation to pull over and will have to refer to <a href="how to use to">how to use to</a> <a href="manually link data to recon sheet">manually link data to recon sheet</a>

Date	£ Billing Month   □	$f_{x}$ Total Hours	Date Created
June 25, 2025	July	2:00	6/27/2025
June 26, 2025	July	8:00	6/27/2025
	#ERROR!	7:00	7/16/2025
June 27, 2025	July	7:30	7/18/2025
August 1, 2025	August	5:00	9/4/2025
August 1, 2025	August	2:00	9/4/2025
August 4, 2025	August	8:00	9/4/2025
August 5, 2025	August	8:00	9/4/2025
August 6, 2025	August	4:00	9/4/2025
August 6, 2025	August	2:00	9/4/2025
August 6, 2025	August	3:00	9/4/2025
August 7, 2025	August	8:00	9/4/2025
August 8, 2025	August	5:00	9/4/2025
August 8, 2025	August	2:00	9/4/2025
August 11, 2025	August	8:00	9/4/2025
August 12, 2025	August	8:00	9/4/2025
August 13, 2025	August	4:00	9/4/2025
August 13, 2025	August	2:00	9/4/2025
August 13, 2025	August	3:00	9/4/2025
August 14, 2025	August	8:00	9/4/2025
August 15, 2025	August	3:30	9/4/2025
August 15, 2025	August	4:30	9/4/2025
₩ Add 18, 2025	August	8:00	9/4/2025

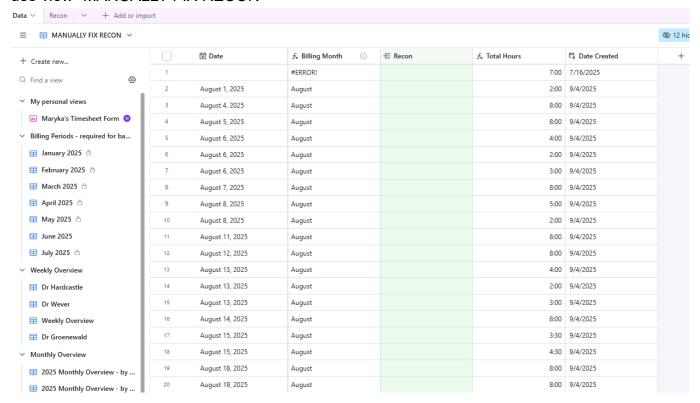
## **Automation**

August 2025 - end

## **User Guide**

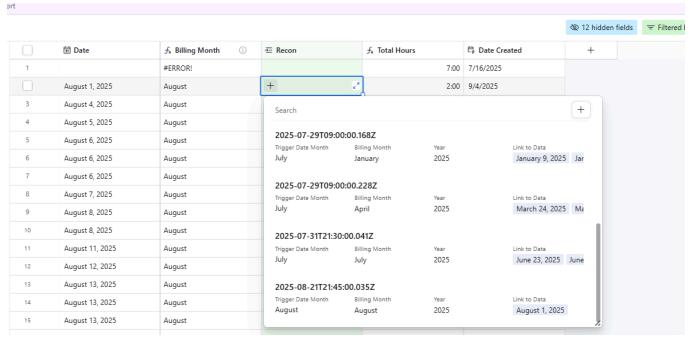
how to use to manually link data to recon sheet

#### use view "MANUALLY FIX RECON"



based on Billing Month select corresponding entry from Recon

NOTICE: an entry will be made after 21st of each month (by automation <u>August 2025 - end</u>, otherwise have to create own in <u>Recon</u>)



then pull this through to all matching Billing Month entries

	団 Date	£ Billing Month   □	∓ Recon	$f_{x}$ Total Hours	Date Created	
177	August 6, 2025	August	2025-08-21T21:45:00.035Z	2:00	9/4/2025	
178	August 6, 2025	August	2025-08-21T21:45:00.035Z	3:00	9/4/2025	
179	August 7, 2025	August	2025-08-21T21:45:00.035Z	8:00	9/4/2025	
180	August 8, 2025	August	2025-08-21T21:45:00.035Z	5:00	9/4/2025	
181	August 8, 2025	August	2025-08-21T21:45:00.035Z	2:00	9/4/2025	
182	August 11, 2025	August	2025-08-21T21:45:00.035Z	8:00	9/4/2025	
183	August 12, 2025	August	2025-08-21T21:45:00.035Z	8:00	9/4/2025	
184	August 13, 2025	August	2025-08-21T21:45:00.035Z	4:00	9/4/2025	
185	August 13, 2025	August	2025-08-21T21:45:00.035Z	2:00	9/4/2025	
186	August 13, 2025	August	2025-08-21T21:45:00.035Z	3:00	9/4/2025	
187	August 14, 2025	August	2025-08-21T21:45:00.035Z	8:00	9/4/2025	
188	August 15, 2025	August	2025-08-21T21:45:00.035Z	3:30	9/4/2025	
189	August 15, 2025	August	2025-08-21T21:45:00.035Z	4:30	9/4/2025	
190	August 18, 2025	August	2025-08-21T21:45:00.035Z	8:00	9/4/2025	
191	August 19, 2025	August	2025-08-21T21:45:00.035Z	8:00	9/4/2025	
192	August 20, 2025	August	2025-08-21T21:45:00.035Z	4:00	9/4/2025	
193	August 20, 2025	August	2025-08-21T21:45:00.035Z	2:00	9/4/2025	
194	August 20, 2025	August	2025-08-21T21:45:00.035Z	3:00	9/4/2025	
L'A	August 21, 2025	August	2025-08-21T21:45:00.035Z	8:00	9/4/2025	
196	August 22, 2025	September		5:00	9/4/2025	
197	August 22, 2025	September		3:00	9/4/2025	
198	August 25, 2025	September		8:00	9/4/2025	