**Timesheet**

Employee Name: Daniel Berhe

Hourly Rate: £12.50

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Day of Week** | **Meeting Hours** | **Working Hours** | **Justification** | **Total Hours** |
| Monday | 1 | 10 | **S/W Imp.:** Working on marks for LearnEasy | 11 |
| Tuesday |  | 7 | **S/W Imp.:** Finished LearnEasy marks and started on the home page for LearnEasy | 7 |
| Wednesday |  | 10 | **S/W Imp.:** I continued working on the home page for LearnEasy (pop up dialog and recently opened lessons) | 10 |
| Thursday |  | 8 | **S/W Imp.:** Finalising home page for LearnEasy | 8 |
| Friday | 1.5 | 5 | **S/W Imp.:** Fixed some bugs associated with the previously opened lesson for LearnEasy, fixed some bugs that were listed on GitHub | 5 |
| Saturday |  |  |  |  |
| Sunday |  |  |  |  |
|  |  |  |  |  |
| **Total Hours:** | 2.5 | 40 |  | 42.5 |

Week Commencing: 18th May 2015

Employee Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Secretary Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Note

In your justification section please put down your activities; activities that can be put down are; **Marketing, Presentations, Software Implementation, Testing, Finance, Administration, Management, User experience**. Also please split your working hours into how many you did for each activity.