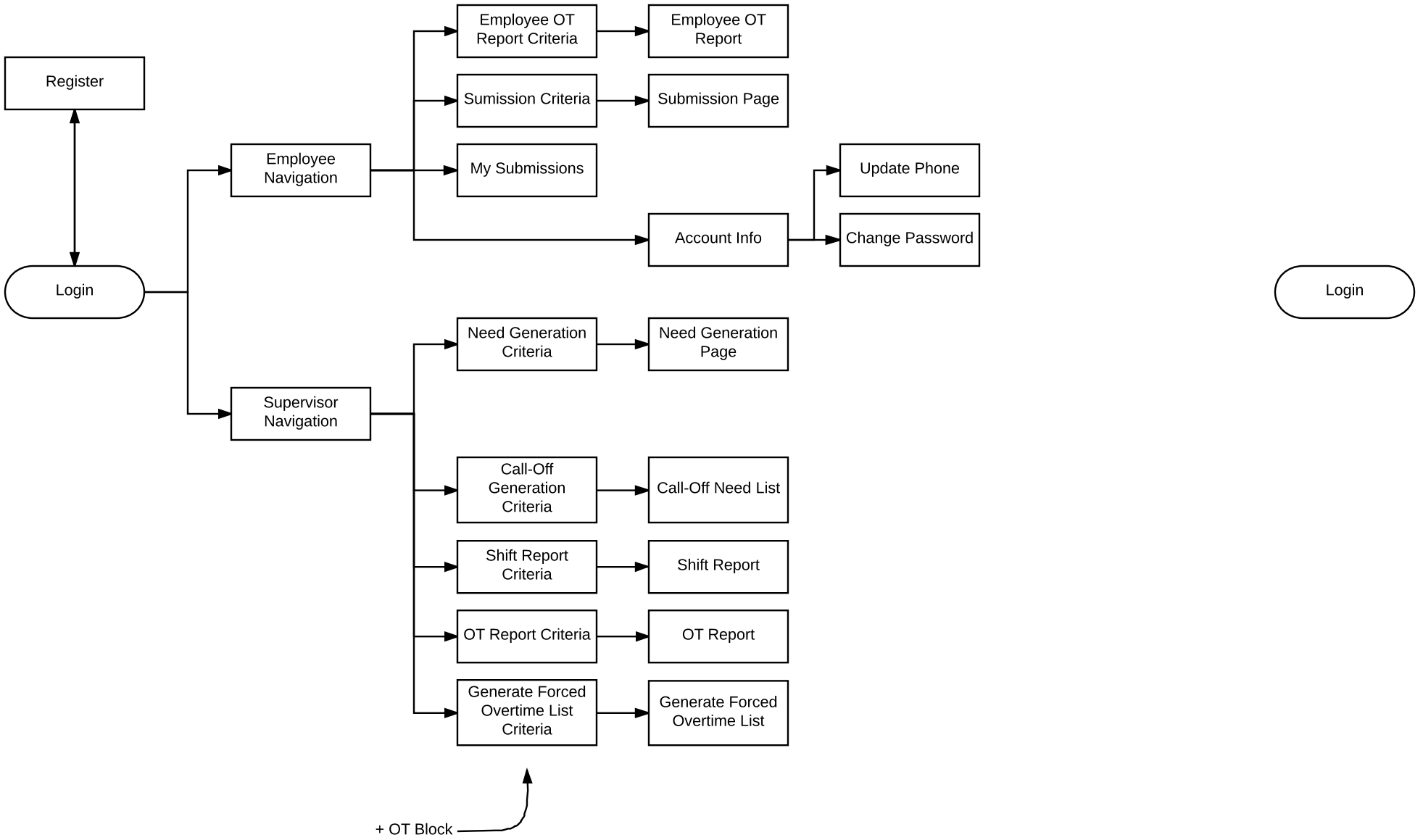
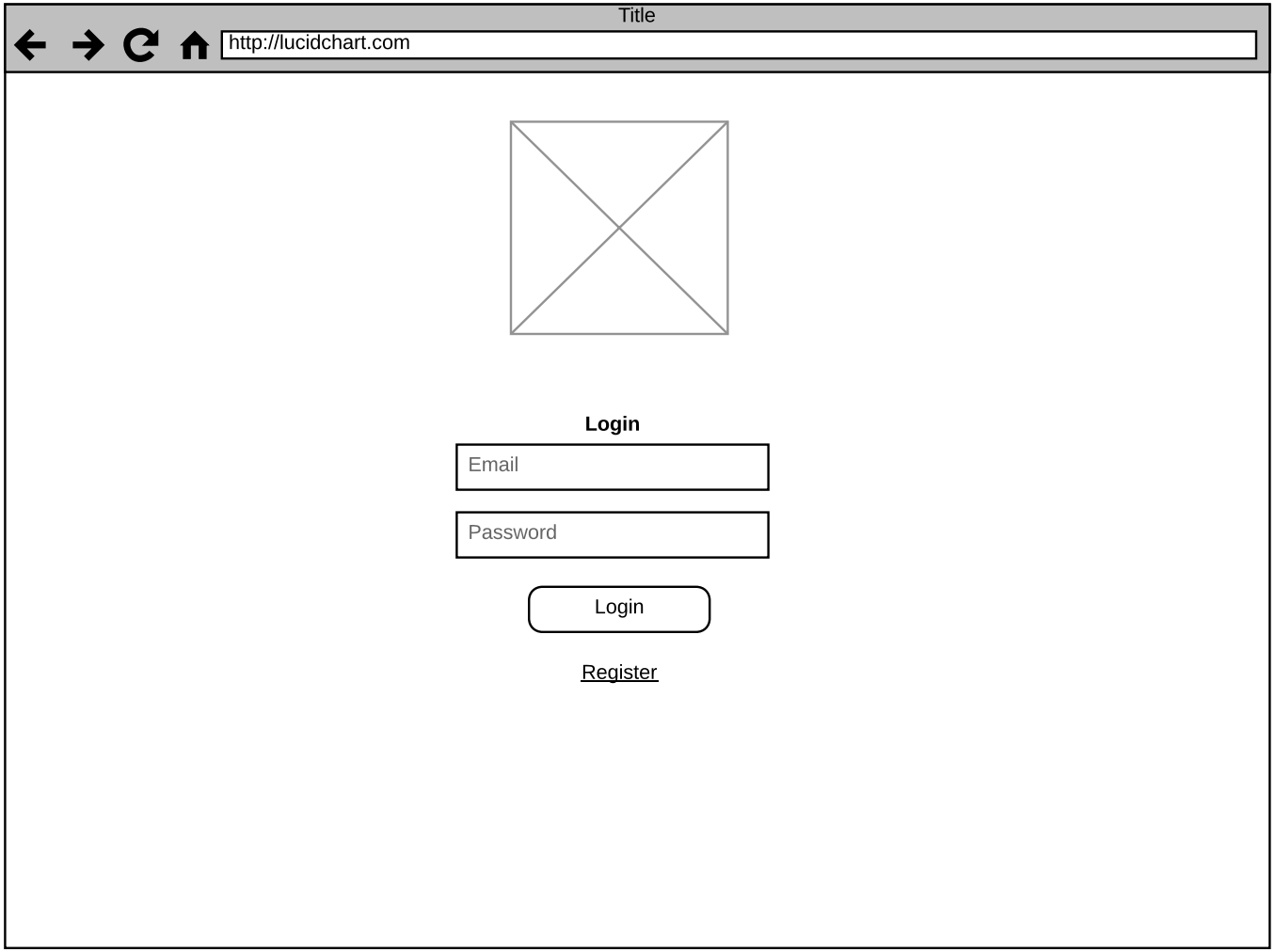
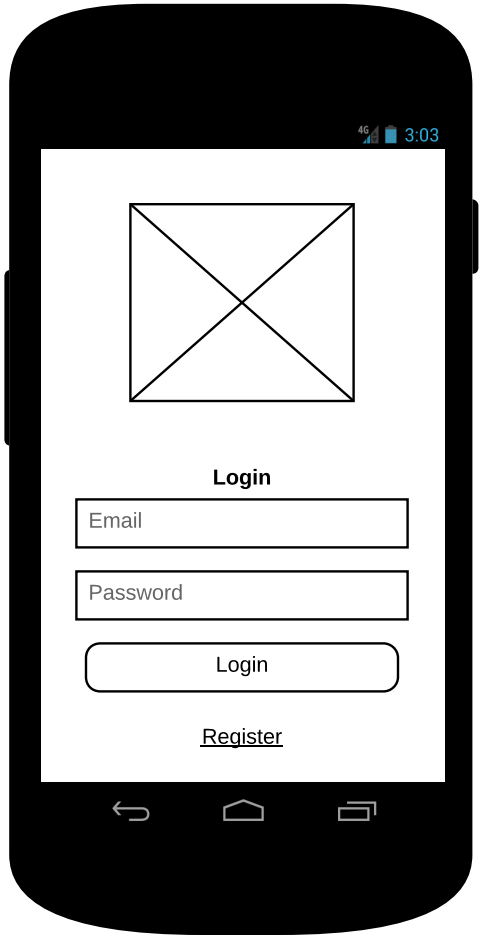
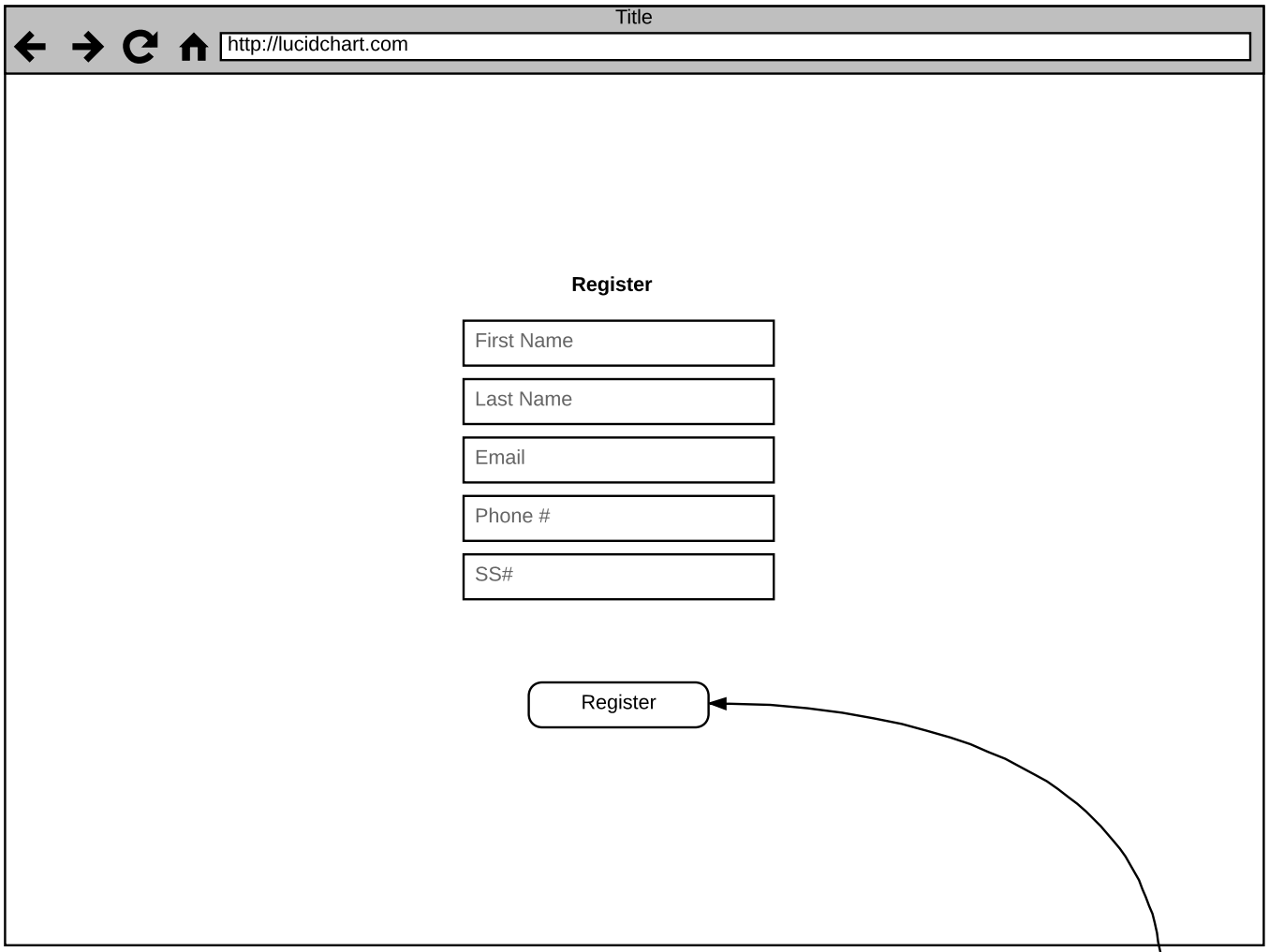

Register
Login
Employee Navigation
Supervisor Navigation
Employee OT Report Criteria
Employee OT Report
Sumission Criteria
Submission Page
My Submissions
Account Info
Update Phone
Change Password
Need Generation Criteria
Need Generation Page
Call-Off Generation Criteria
Call-Off Need List
Shift Report Criteria
Shift Report
OT Report Criteria
OT Report
Generate Forced Overtime List Criteria
Generate Forced Overtime List
+ OT Block
Login

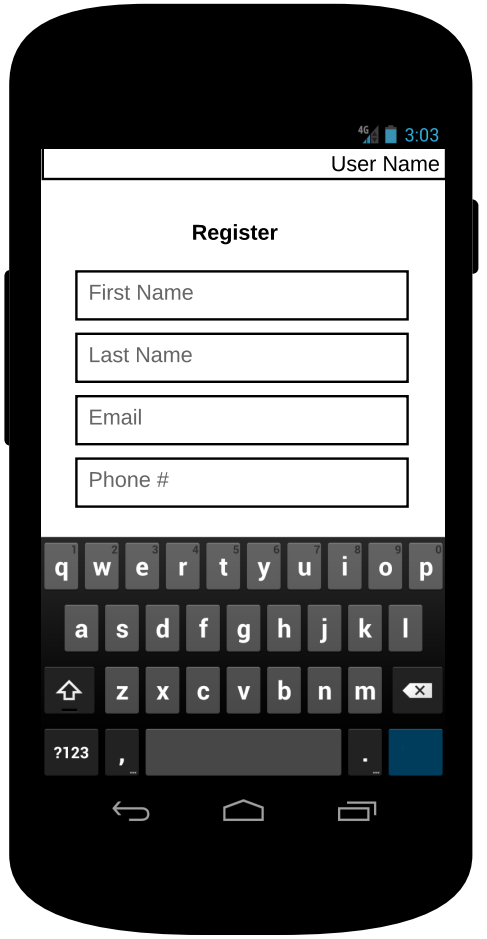
Login


Title
http://lucidchart.com
Login
Email
Password
Login
Register


3:03
Login
Email
Password
Login
Register

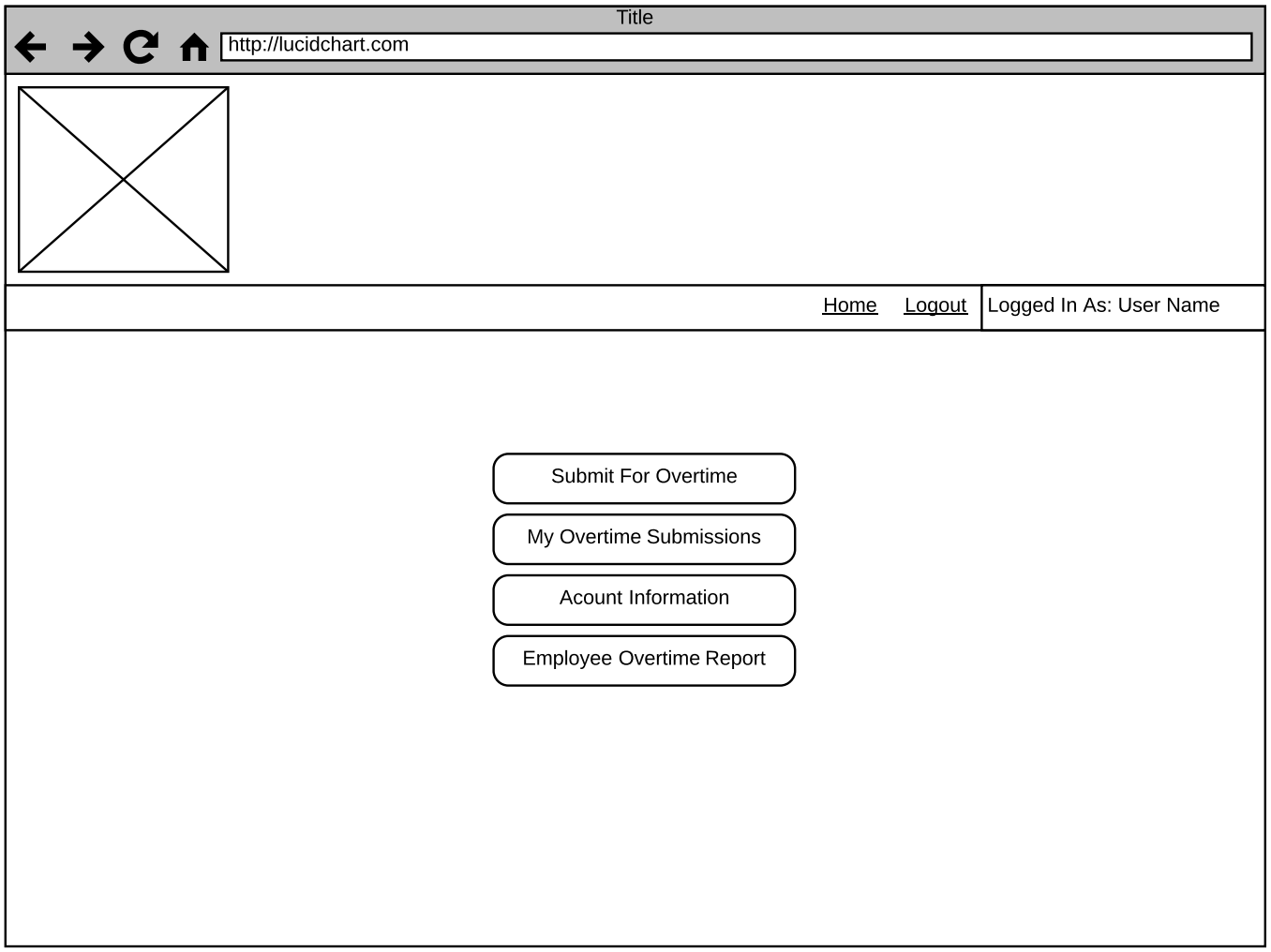
Register



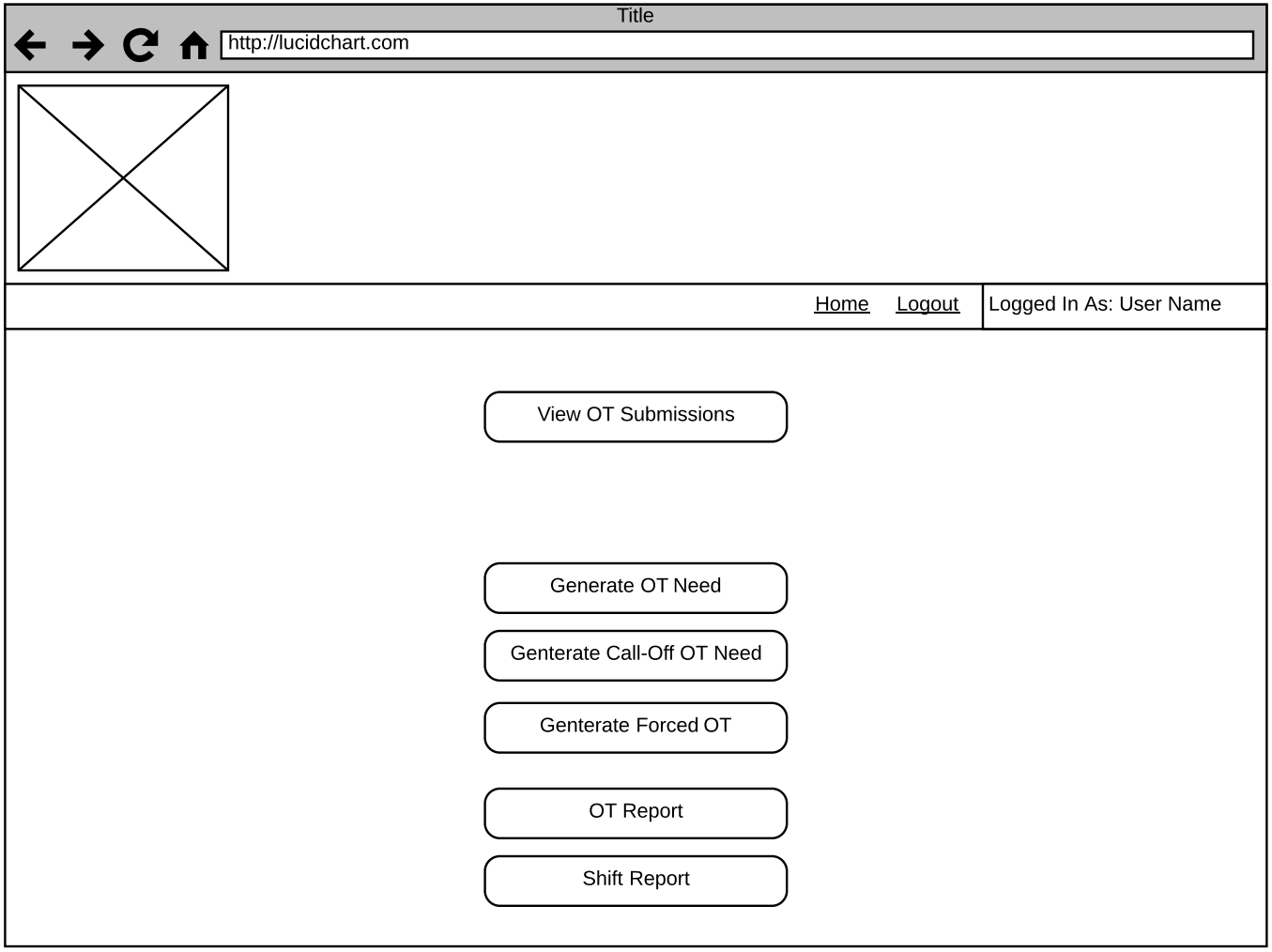


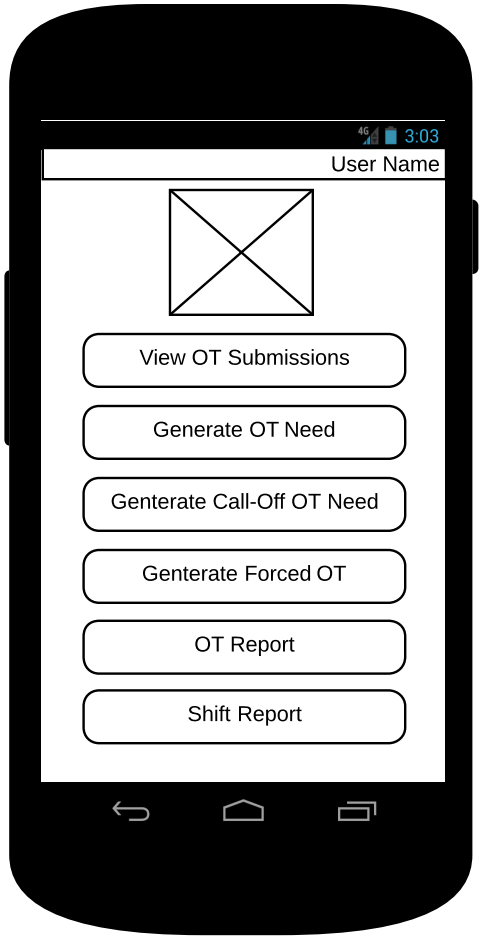
After Validation generate page that says an email has been sent. Generated password for login should be in this email.

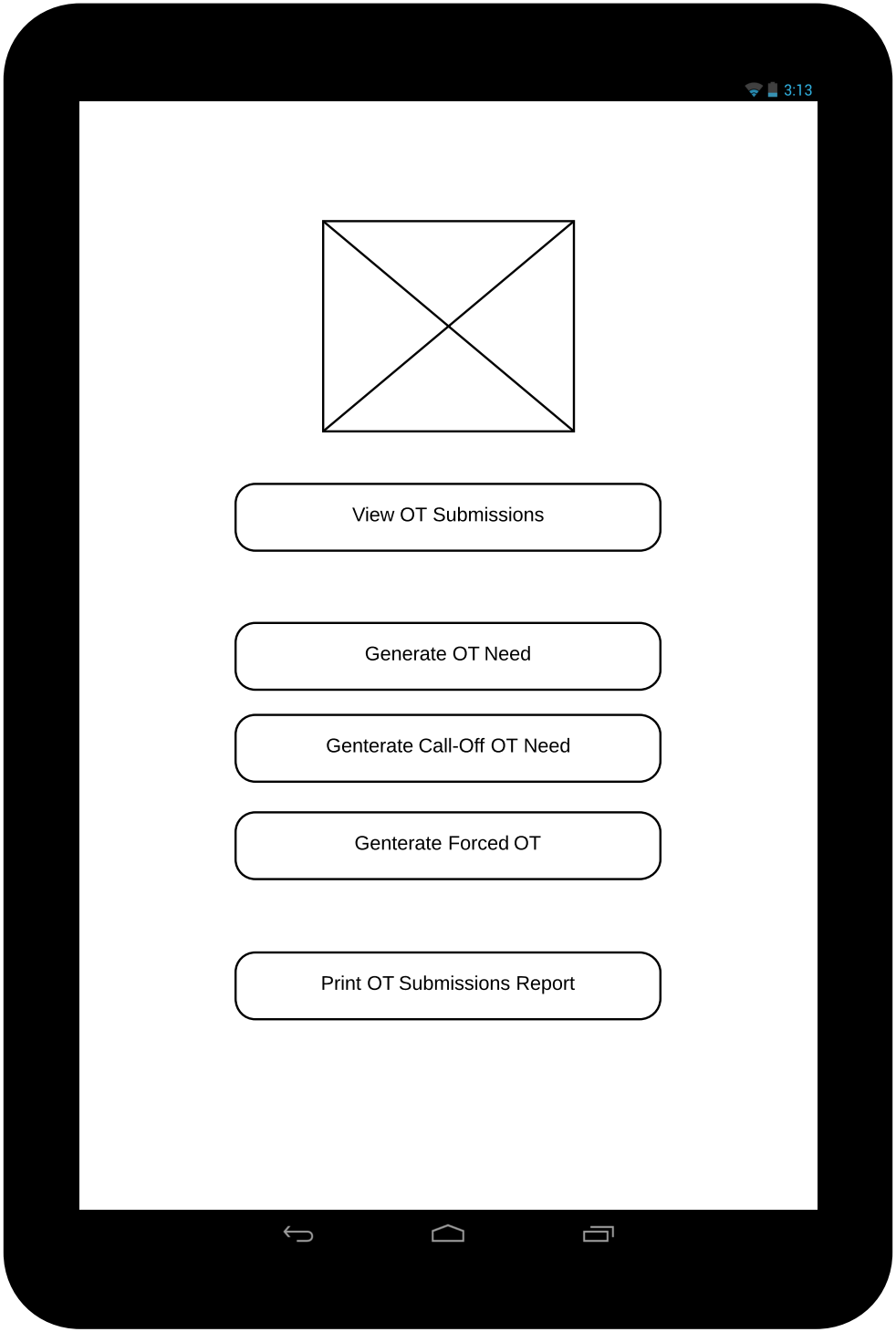
EE
Navigation



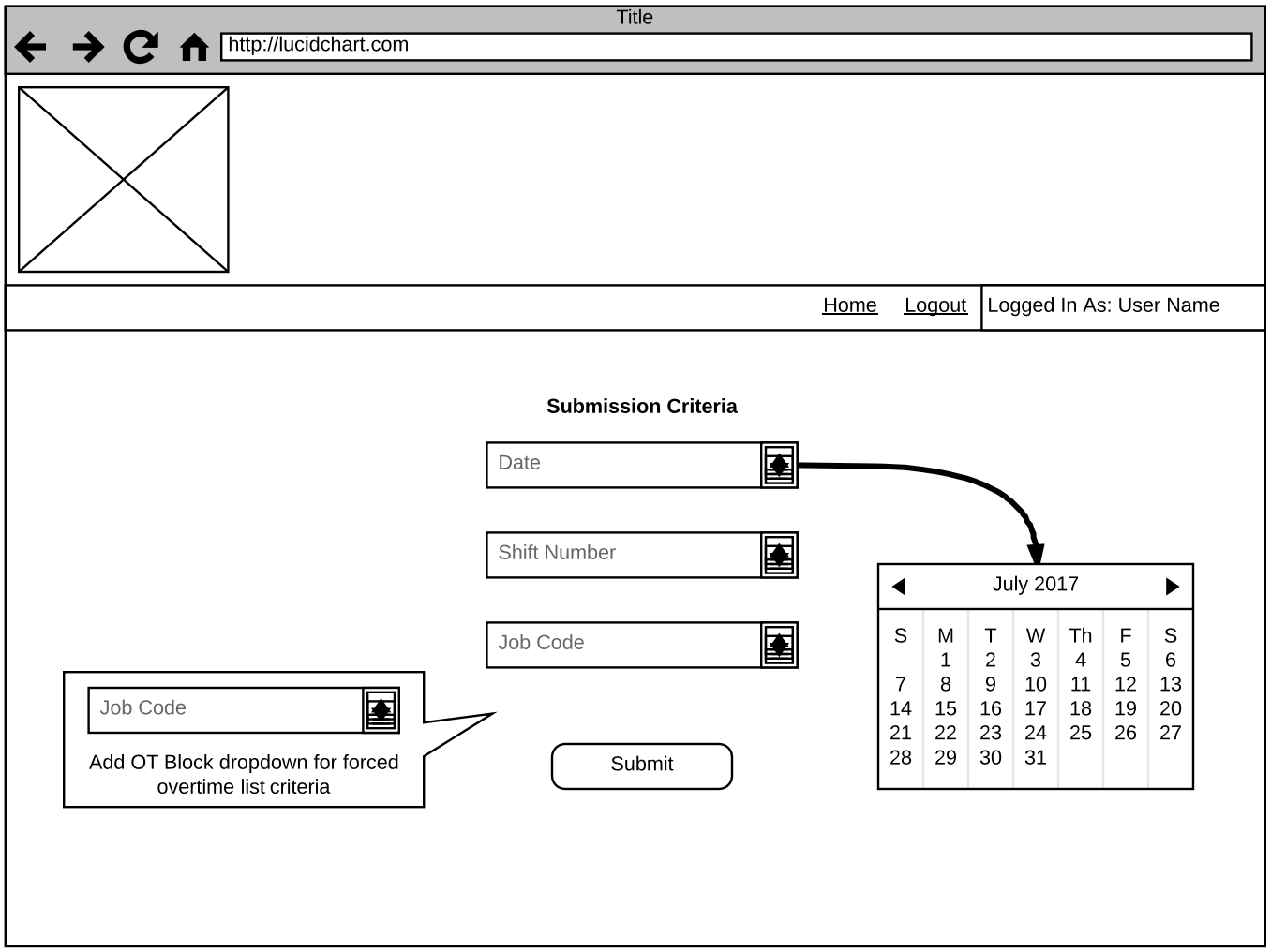
SS
Navigation

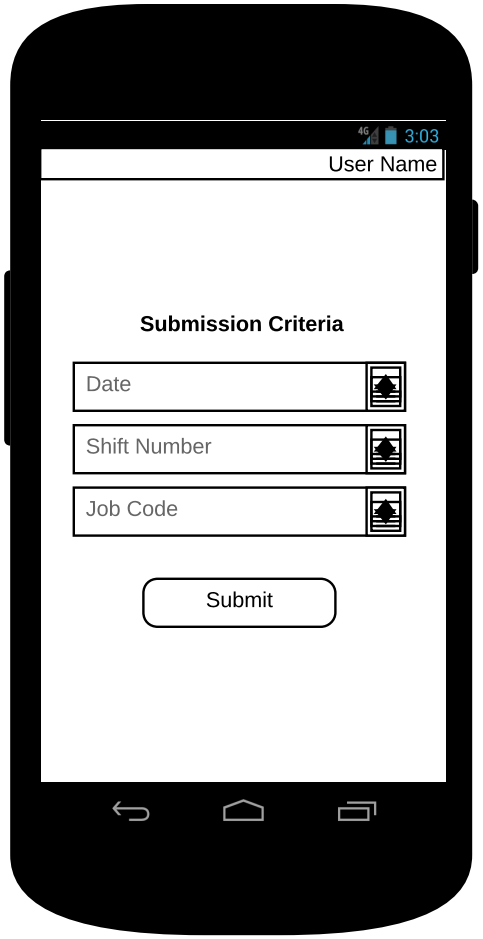





3:13
View OT Submissions
Generate OT Need
Genterate Call-Off OT Need
Genterate Forced OT
Print OT Submissions Report

Criteria Selection





OT
Submission/Generation

Title

http://lucidchart.com

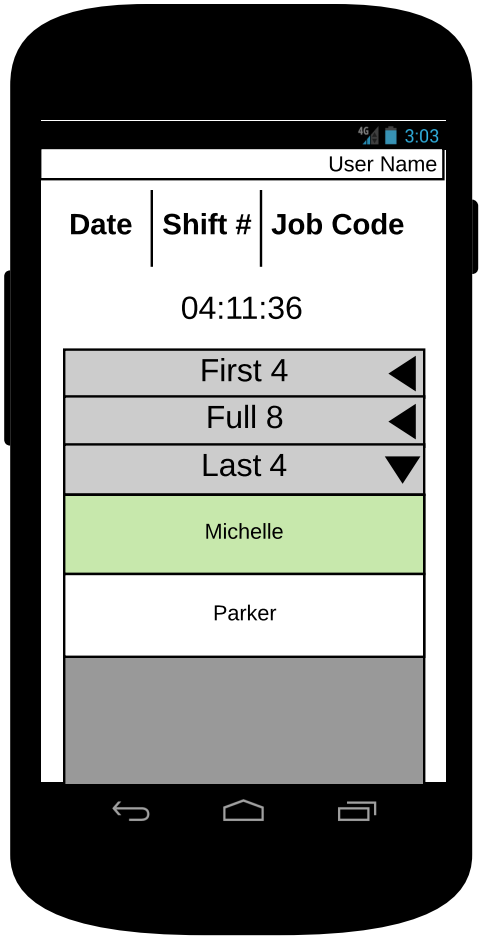
Home Logout | Logged In As: User Name

Date | **Shift #** | **Job Code**

Overtime Need

04:11:36

First 4	Full 8	Last 4
Need Submission	John Doe	Michelle
	Billy	Parker
	Michael	
	Sarah	



When clicked will prompt for comment/preferred work area

Employee:
Are you sure want to submit your name for this overtime slot?

Supervisor:
Are you sure you want to generated an OT need for this overtime slot?

Employee:
Are you sure want to delete your name for this overtime slot?

Supervisor:
Are you sure you want to delete an OT need for this overtime slot?

EE Account Information

Title

http://lucidchart.com

Home Logout | Logged In As: User Name

Account Information

First Name: John

Last Name: Butler

E-Mail: ButlerJ@agy.com

Forced Refusals: 6

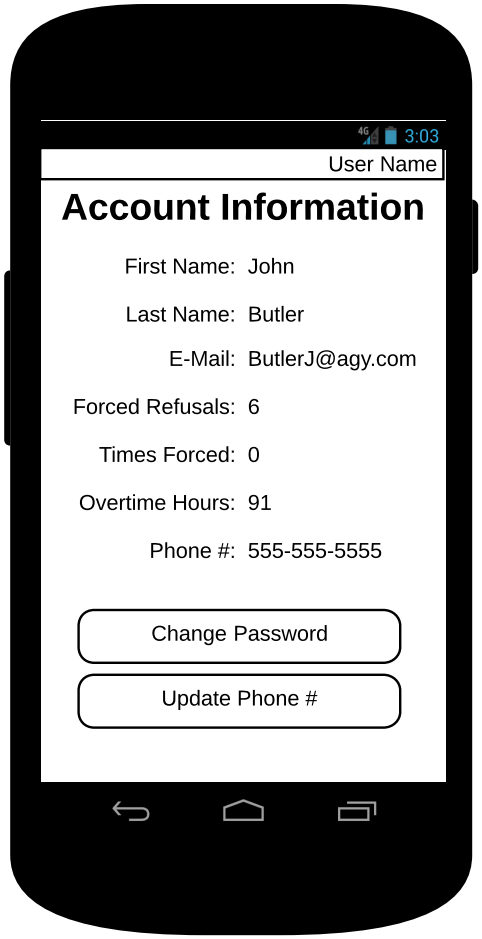
Times Forced: 0

Overtime Hours: 91

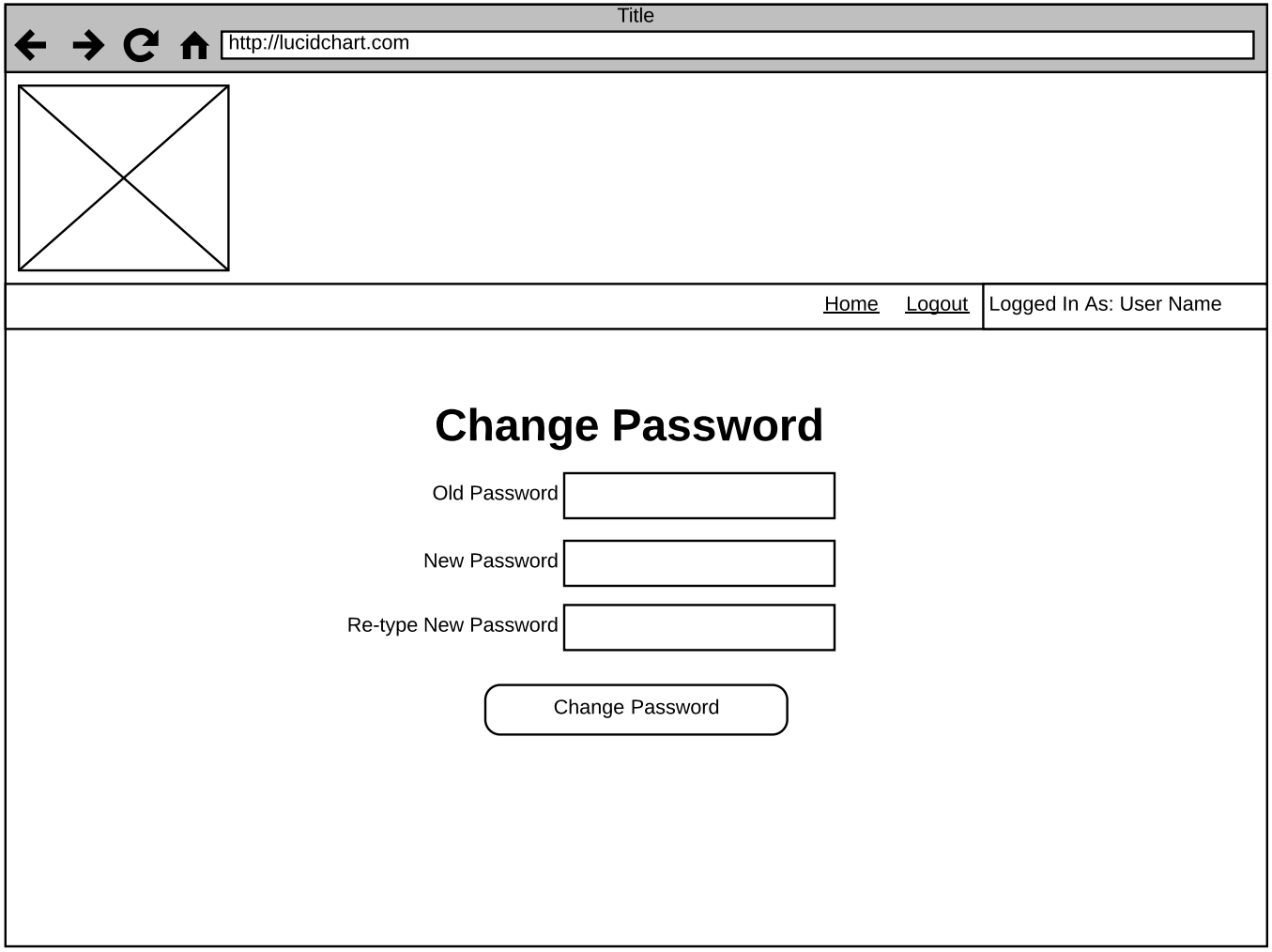
Phone #: 555-555-5555

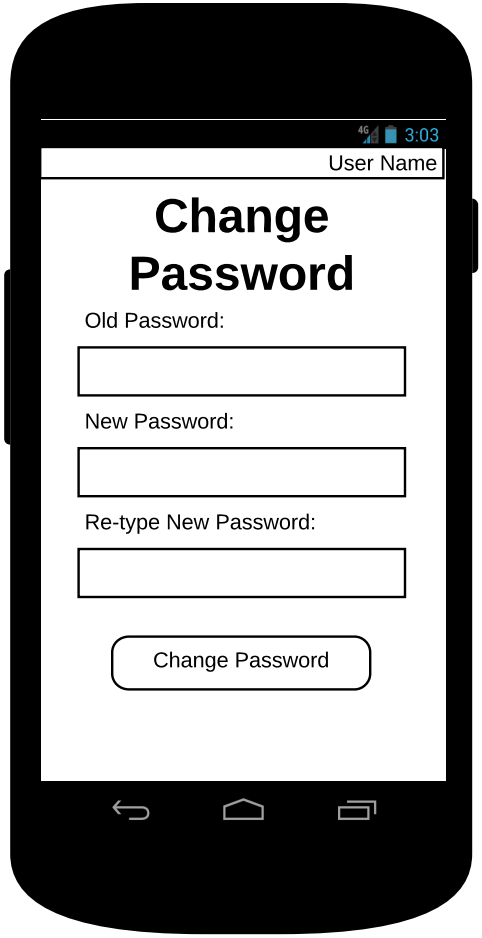
Change Password

Update Phone #

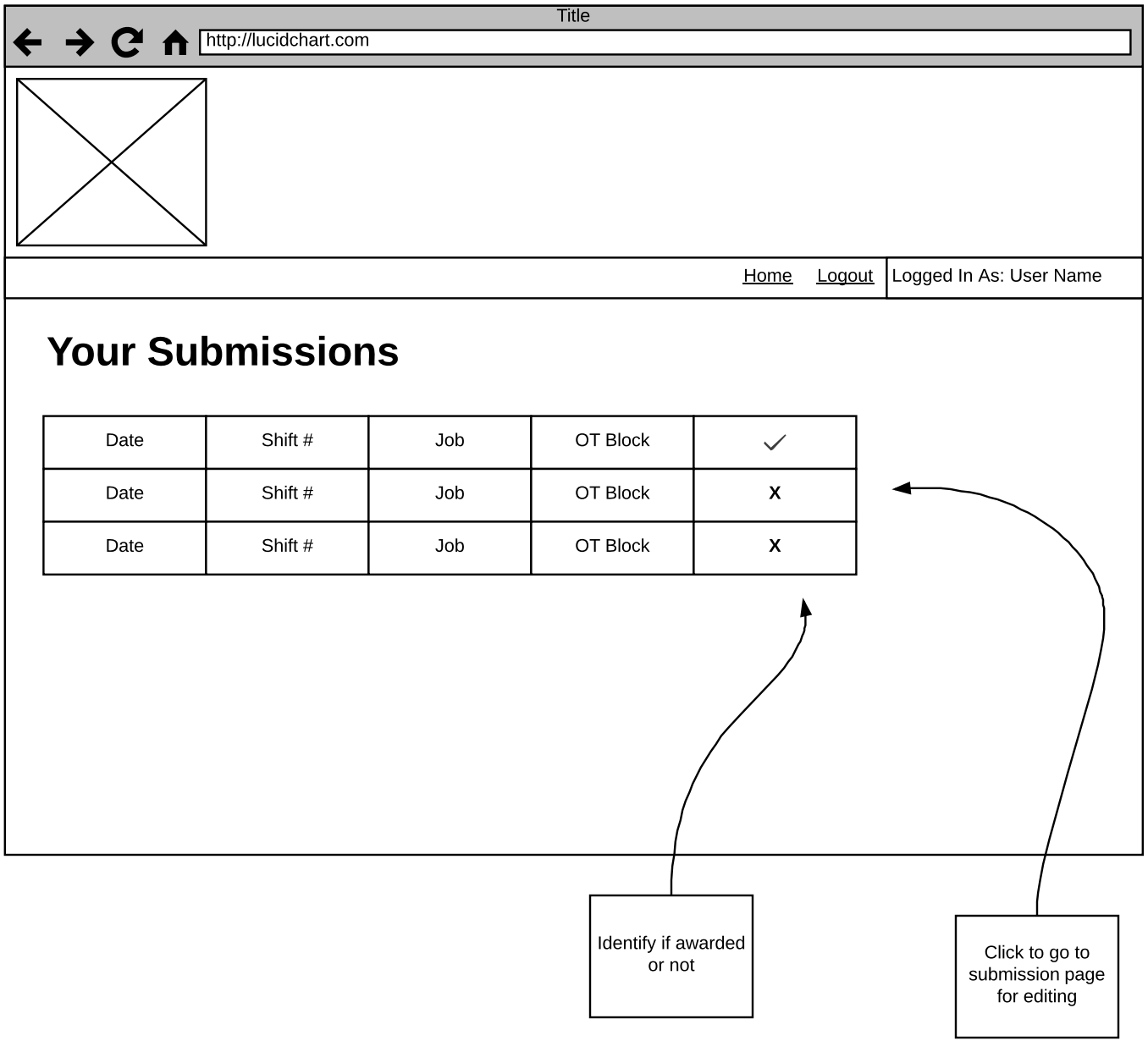


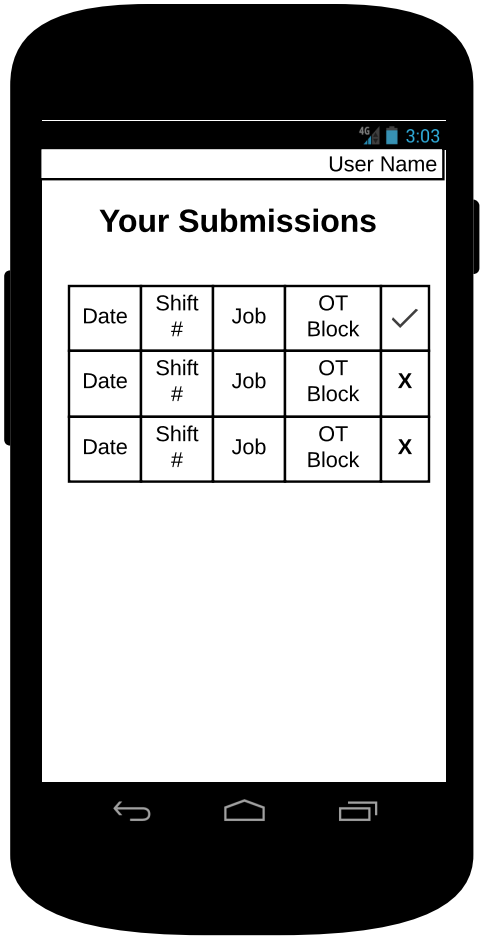
Employee hange Password





EE My Submisions





EE My Submisions

Title

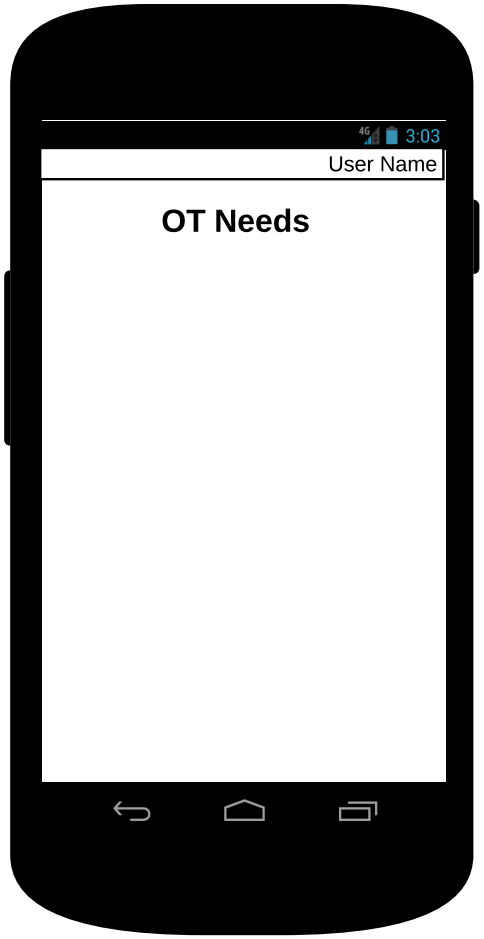
http://lucidchart.com

Home Logout Logged In As: User Name

OT Needs

Date	Shift #	Job	OT Block
Date	Shift #	Job	OT Block
Date	Shift #	Job	OT Block
Date	Shift #	Job	OT Block
Date	Shift #	Job	OT Block
Date	Shift #	Job	OT Block

When OT need clicked it will take you to that OT submission page to see who has sign up for it



SS Shift Report

Title

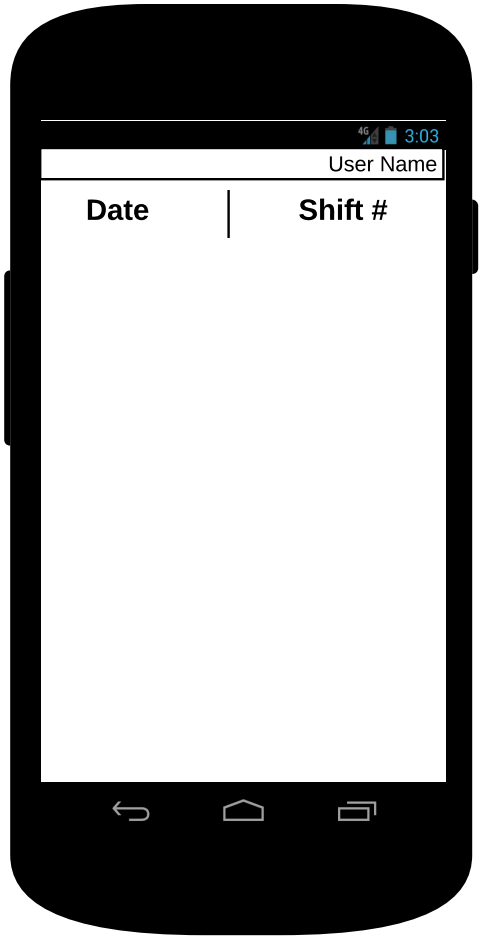
http://lucidchart.com

Home Logout | Logged In As: User Name

Date | **Shift #**

Shift Report

Name	Job Code	IN	OUT
Sarah			
Michael			
Victor			
Shawn			
Samirra			



SS OT Report

Title

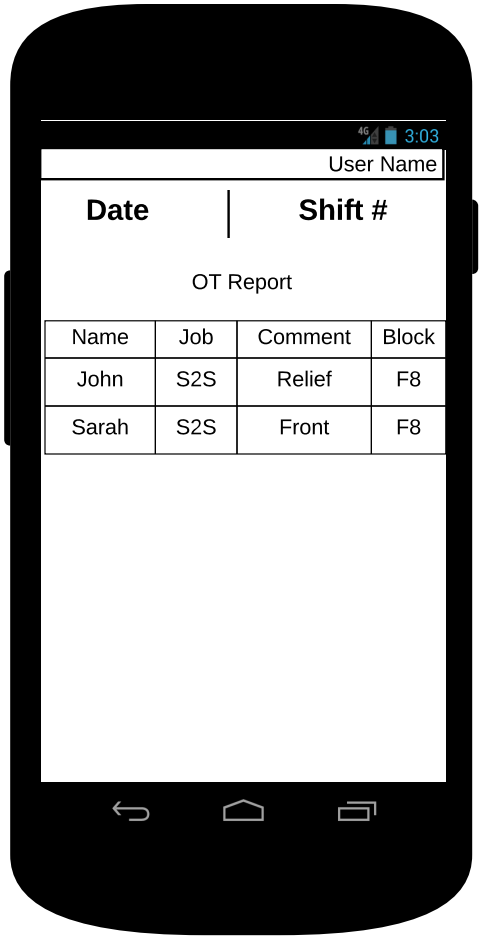
http://lucidchart.com

Home Logout | Logged In As: User Name

Date | **Shift #**

OT Report

Name	Job Code	Comment	OT Block	VOL/MAND
John	S2S	Relief	F8	V
Sarah	S2S	Front	F8	V



SS Call-Off List/Forced List

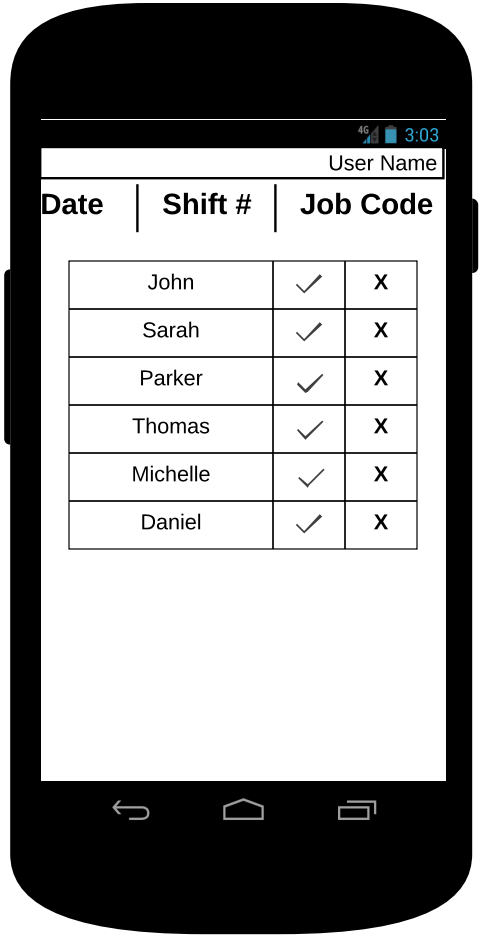
Title

http://lucidchart.com

Home Logout | Logged In As: User Name

Date | Shift # | Job Code

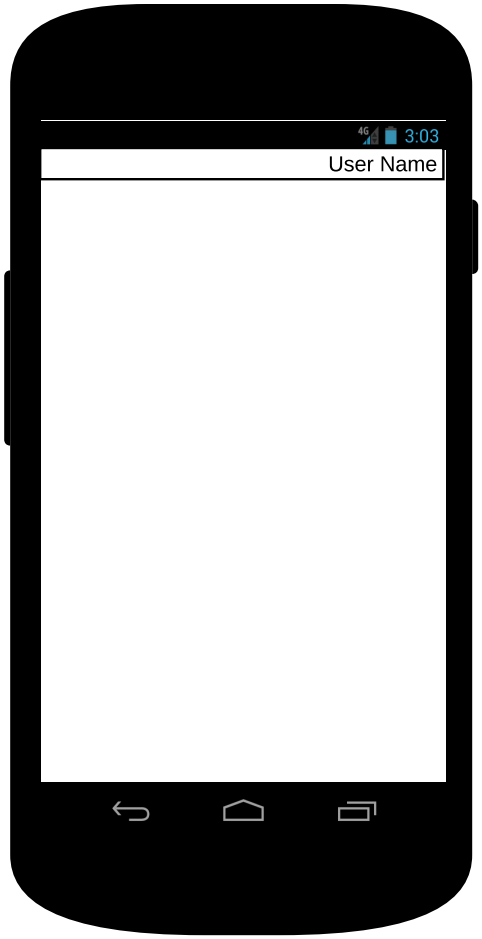
John	✓	X	456-789-1598
Sarah	✓	X	741-986-2674
Parker	✓	X	789-587-1675
Thomas	✓	X	196-357-4682
Michelle	✓	X	665-555-5555
Daniel	✓	X	111-111-1111



Phone number: Maybe when you tap someones tap it changes to their phone #

EE Account Information

Title

http://lucidchart.com

Home Logout | Logged In As: User Name