

How to Report No Variation from Normal Work Schedule

The **Click here to report no variation from normal work schedule** checkbox has been removed from the Timesheet.

View By: Time Period Date: 03/01/2010 31 Refresh [<< Previous Time Period](#) [Next Time Period >>](#)

Reported Hours: 0.000 Hours Scheduled Hours: 0.000 Hours

Select the Time Reporting Code **NOV** if no variation from normal work schedule for the pay period ending 2010-03-31.

From Monday 03/01/2010 to Wednesday 03/31/2010

Mon 3/1	Tue 3/2	Wed 3/3	Thu 3/4	Fri 3/5	Sat 3/6	Sun 3/7	Mon 3/8	Tue 3/9	Wed 3/10	Thu 3/11	Fri 3/12	Sat 3/13	Sun 3/14	Mon 3/15	Tue 3/16

Submit

Time Reporting Code

NOV - No Variation from Schedule

The new method to report "no variation" is to select **NOV** (No Variation from Schedule) in the **Time Reporting Code** field and click **Submit**.

Clicking **Submit** adds 1.000 to the first day of the month so that the **NOV** code can be saved. It is not processed as an actual hour of reported time.

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Reported Hours: 1.000 Hours Scheduled Hours: 0.000 Hours

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1.000															

Submit

i [Reported Time Status - click to hide](#)

Select	Date	Status	Total	Time Reporting Code	Comments
<input type="checkbox"/>	03/01/2010	Needs Approval	1.000	NOV	

☒ [Select All](#) ☐ [Deselect All](#) Approve Selected Deny Selected

Approving NOV - No Variation from Schedule

Approvers in Self Service Time Entry departments approve the **NOV** Time Reporting Code (TRC) on the Timesheet page the same way as other TRCs.