Timecard

Nov. 1, 2015 through Nov. 15, 2015

Date	Project	Description	Start time	End time	LI number	L&I class
Nov. 4, 2015	Overhead	Fixed 1Password and organized files on computers.	8 a.m.	11 a.m.	9999	4904
Nov. 6, 2015	Overhead	Typed up documents, started the door code manager program.	8 a.m.	noon	9999	4904
Nov. 11, 2015	Overhead	Installed Windows 10 on "Email" computer and organized files on computers.	9 a.m.	noon	9999	4904
Nov. 11, 2015	Overhead	(same as above)	12:30 p.m.	4:30 p.m.	9999	4904
Nov. 12, 2015	Overhead	Installed Windows 10 on "Bookeeping" computer, made sure everything worked. Continued work on Workroom.	8 a.m.	noon	9999	4904
Nov. 12, 2015	Overhead	(same as above)	12:30 p.m.	3 p.m.	9999	4904
Nov. 13, 2015	Overhead	Ensured computers worked for Dianna (with the new installation of Windows 10, and continued work on the new Webapp: Workroom.	8 a.m.	noon	9999	4904
Nov. 13, 2015	Overhead	(same as above)	1 p.m.	3 p.m.	9999	4904

+ Add new task

Submission notes:

Anything you'd like to tell the manager about your timecard?

Submit for review