

## Manager verify reports

## GA Reports

Name	Report Action
Grad Assistant	Verify Report

**Employee:** Grad Assistant

Date	Project	Hours
08/07/2014		2.0
08/08/2014		14.0

**Total No of Hours: 16.0**

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Sign Report

**Employee:** Grad Assistant

Date	Project	Hours
08/07/2014		2.0
08/08/2014		14.0

**Total No of Hours: 16.0**

Manager Signature: User Manager

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User Manager

☒ Input signature

Sign Report

Employee: |  
Date    Project    Hours

User Manager

☒ Input signature

Sign Report

Total No of Hours: 0

Manager Signature: User Manager

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Approve Report

Reject Report

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