Works

Employee

Has

Timesheet

No

Yes

Yes

No

Employee withdraws timesheet

Employee modifies timesheet based on comments

Employee adds comments

Employee resubmits the timesheet for approval

Should Emp modify & submit?

Add comments and Resubmit?

Timesheet is rejected

Approve Timesheet?

Manager reviews the timesheet

Manager receives email notification to review timesheet

Employee submits the timesheet for approval