

# Cybershift Paid and Unpaid Codes

## 1. Action: WRK – Worked

### a. Codes Available:

Select	Action	Code	Cost Center	Position	Role
<input type="radio"/>	WRK	HOURS WORKED	100	8075	
Total Paid Hours:		HOURS WORKED			
Approval Status:					
Apply Changes		View Clock Data...		Submit for Approval	
Save All		View All Clock Data...		Submit All for Approval	

b.

## 2. Action: ABP – Absent Paid

### a. Codes Available:

Payroll Details					
User Defined Field Overrides: Submitted By: <input type="text"/>					
Select	Action	Code	Cost Center	Position	
<input type="radio"/>	ABP		100	8001	
REG 8.0 STP 0.0 OT		AWARDED TIME OFF (UNITED WAY)			
Approval Status:		EARLY CLOSING/SHTD			
Apply Change		CATASTROPHIC ILL			
Extended Details -		FUNERAL			
Summary Totals		HOLIDAY			
Code		INJURY			
Description		JURY DUTY			
(W)		PERSONAL DAY			
HOURS WORKED		PTO			
TOTALS		SHORT-TERM DISABILITY			
		NO PAY			
		OT3	OT4	PAID	UNPAID
		0.0	0.0	8.0	0.0
		0.0	0.0	8.0	0.0

b.

## 3. Action: ABU – Absent Unpaid

### a. Code Available:

Select	Action	Code	Cost Center	Position	Start Time	
<input type="radio"/>	ABU		100	8860	09:00	
REG 8.0 STP 0.0 OT		ABSENCE - EXCUSED				
Approval Status:		ABSENCE - UNEXCUSED				
Apply Change		COMPANY REQUEST				
Extended Details -		FMLA				
Summary Totals		ILLNESS - NOT PAID				
Code		LAYOFF				
Description		MILITARY				
(W)		MEDICAL LEAVE				
HOURS WORKED		NO CALL - UNKNOWN				
TOTALS		PERSONAL LEAVE				
		CDS CIB				
		SCHEDULED OFF				
		SUSPENSION				
		NO CLOCK SWMPES				
		WORKERS COMP				
		WEATHER				
		OT2	OT3	OT4	PAID	UNPAID
		0.0	0.0	0.0	8.0	0.0
		0.0	0.0	0.0	8.0	0.0
Page Totals: REG 8.0		WRK \$0.00	Total \$0.00			
Grand Totals: REG 8.0		WRK \$0.00	Total \$0.00			

b.