Works for

Employee

Has

Timesheet

No

No

Yes

Yes

Should Emp modify & submit?

Add comments and Resubmit?

Timesheet is rejected

Approve Timesheet?

Manager reviews the timesheet

Employee adds comments

Employee resubmits the timesheet for approval

Manager receives email notification to review timesheet

Employee withdraws timesheet

Employee modifies timesheet based on comments

Employee submits the timesheet for approval