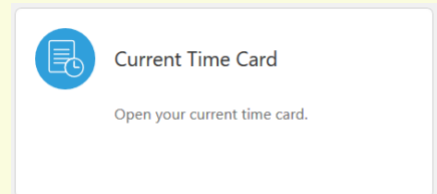
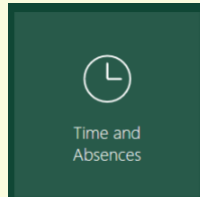
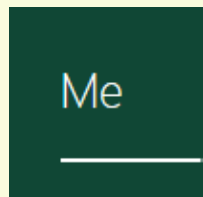


ignite Creating a Biweekly Time Card

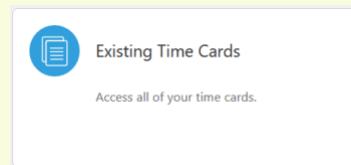
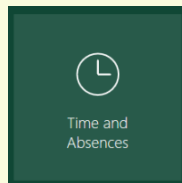
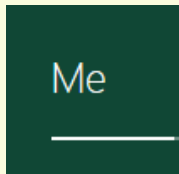
Creating a Biweekly Time Card



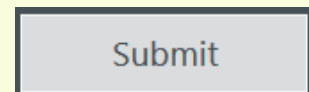
For the current time period:



For a time period outside of the current one:



*Date
3/8/20



+Add: add a time card

*Date: write the date of the time card

Why would I need to create a time card outside of the current period?

- If you missed a time card from the past
- If you want to enter time cards for the future
 - *Note: you can only create time cards 30 days in the past or 14 days into the future*