



Timesheet

Weekly

Monthly

This Week

<

>

Week	Status	Action
01 FEB TO 07 FEB	SUBMITTED	<div>VIEW</div>
08 FEB TO 14 FEB	SAVED	<div>SUBMIT</div>
15 FEB TO 21 FEB	NOT FILLED	<div>FILL</div>
22 FEB TO 28 FEB	NOT FILLED	<div>FILL</div>

Timesheet

Week	Status	Action
01 FEB TO 07 FEB	SUBMITTED	<div>VIEW</div>
08 FEB TO 14 FEB	SAVED	<div>SUBMIT</div>
15 FEB TO 21 FEB	NOT FILLED	<div>FILL</div>
22 FEB TO 28 FEB	NOT FILLED	<div>FILL</div>



Timesheet

Weekly

Monthly

This Week



Project



Sun

Mon

Tue

Wed

Thu

Fri

Sat

Total



Project

Filter Task



Product



Time Off



Your saved templates:

Daily work



COPY FROM LAST WEEK

SAVE

SUBMIT FOR APPROVAL



Timesheet

Weekly

Monthly

This Week

<

>

Project		Sun	Mon	Tue	Wed	Thu	Fri	Sat	Total		
+ Project	Filter Task										

Product		Sun	Mon	Tue	Wed	Thu	Fri	Sat	Total		
+ Product	Filter Activity										

Time Off		Sun	Mon	Tue	Wed	Thu	Fri	Sat	Total		
+ Time Off											

Your saved templates:

Daily work



Timesheet

Weekly

Monthly

This Week



Project

Sun

Mon

Tue

Wed

Thu

Fri

Sat

Total

Filter Project

MY PROJECTS

ID

Name

PRJ-00001 BK-Demo-Project 1 (Manager's Name)

PRJ-00001 BK-Demo-Project 2 (Manager's Name)

PRJ-00001 BK-Demo-Project 3 (Manager's Name)



Mon

Tue

Wed

Thu

Fri

Sat

Total



Time Off

Sun

Mon

Tue

Wed

Thu

Fri

Sat

Total

+ Time Off



Your saved templates:

Daily work



COPY FROM LAST WEEK

SAVE

SUBMIT FOR APPROVAL



Timesheet

Weekly

Monthly

This Week



Project



• BK-Demo-Project 1

+ Add Row

Product



+ Product

Filter Task

MY TASKS

Task 1

Task 2

Task 3

UNASSIGNED



Sun

Mon

Tue

Wed

Thu

Fri

Sat

Total



Thu

Fri

Sat

Total



Time Off



+ Time Off

Sun

Mon

Tue

Wed

Thu

Fri

Sat

Total



Your saved templates:

Daily work



COPY FROM LAST WEEK

SAVE

SUBMIT FOR APPROVAL



Timesheet

Weekly

Monthly

This Week

<

>

Project		Sun	Mon	Tue	Wed	Thu	Fri	Sat	Total		
BK-Demo-Project 1	Task 1										
+ Add Row											

Product		Sun	Mon	Tue	Wed	Thu	Fri	Sat	Total		
+ Product	Filter Activity										

Time Off		Sun	Mon	Tue	Wed	Thu	Fri	Sat	Total		
+ Time Off											

Your saved templates:

Daily work



Timesheet

Weekly

Monthly

This Week



Project		Sun	Mon	Tue	Wed	Thu	Fri	Sat	Total		
• BK-Demo-Project 1	Task 1		7.0	7.0	7.0	7.0	7.0		35.0		
+ Add Row											

Product		Sun	Mon	Tue	Wed	Thu	Fri	Sat	Total		
+ Product	Filter Activity										

Time Off		Sun	Mon	Tue	Wed	Thu	Fri	Sat	Total		
+ Time Off											

Your saved templates:

Daily work



COPY FROM LAST WEEK

SAVE AS TEMPLATE

SAVE

SUBMIT FOR APPROVAL



Timesheet

Weekly

Monthly

FEBRUARY



Project ▼

Total

+ Project

Filter Tasks



Product ▼

Total

+ Product

Filter Activity



Time Off ▼

Total

+ Time Off



Your saved templates:

Daily work



COPY FROM LAST WEEK

SAVE

SUBMIT FOR APPROVAL