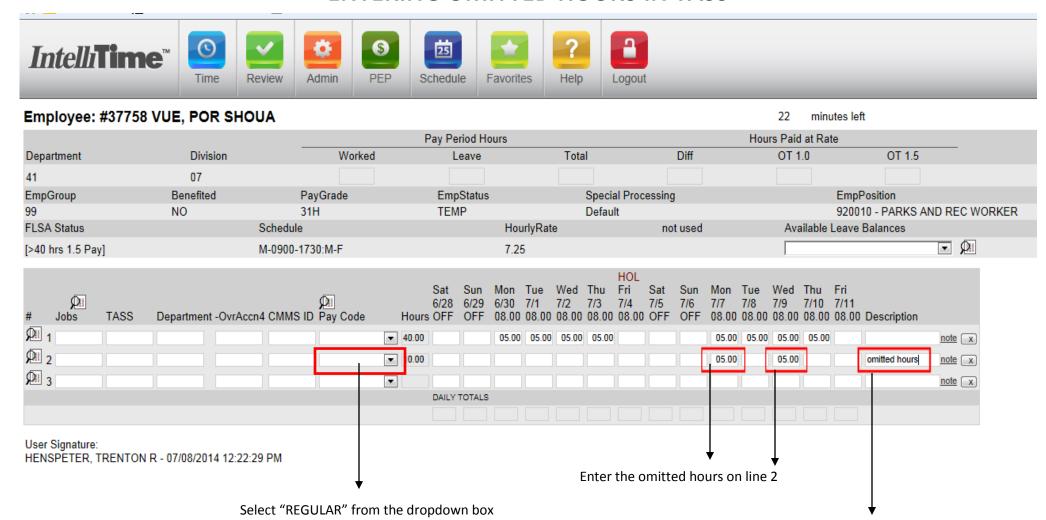
ENTERING OMITTED HOURS IN TASS



In the description box, type omitted hours

To enter omitted hours on a time card:

- Under pay code select "REGULAR"
- Enter the omitted hours on line 2
- Type 'omitted hours' in the description box on line 2