

**CUPE 947 - A Basic Absence**

You will need the following information in order to successfully log an Absence in ADS:

EMPLOYEE NUMBER	2   0	#														
PIN		#														
ABSENCE CODE		#														
ABSENCE DATE(S):	y y m m d d	Ref. if more than one day														
START		#														
END		#														
		<table border="1"> <tr> <td>Su</td> <td>M</td> <td>Tu</td> <td>W</td> <td>Th</td> <td>F</td> <td>Sa</td> </tr> <tr> <td>1</td> <td>2</td> <td>3</td> <td>4</td> <td>5</td> <td>6</td> <td>7</td> </tr> </table>	Su	M	Tu	W	Th	F	Sa	1	2	3	4	5	6	7
Su	M	Tu	W	Th	F	Sa										
1	2	3	4	5	6	7										

If you have entered it successfully you will be given a 5 digit ID # at the end!  
 No ID # ? It was not completed!

**CUPE 947 - A Basic Absence**

You will need the following information in order to successfully log an Absence in ADS:

EMPLOYEE NUMBER	2   0	#														
PIN		#														
ABSENCE CODE		#														
ABSENCE DATE(S):	y y m m d d	Ref. if more than one day														
START		#														
END		#														
		<table border="1"> <tr> <td>Su</td> <td>M</td> <td>Tu</td> <td>W</td> <td>Th</td> <td>F</td> <td>Sa</td> </tr> <tr> <td>1</td> <td>2</td> <td>3</td> <td>4</td> <td>5</td> <td>6</td> <td>7</td> </tr> </table>	Su	M	Tu	W	Th	F	Sa	1	2	3	4	5	6	7
Su	M	Tu	W	Th	F	Sa										
1	2	3	4	5	6	7										

If you have entered it successfully you will be given a 5 digit ID # at the end!  
 No ID # ? It was not completed!