

JUNE 2018

Note: All transactions and modules cutoff at **4:00 PM** unless otherwise noted.

CALENDAR MONTH	JUNE
CALENDAR YEAR	2018
1ST DAY OF WEEK	SUNDAY


Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
27	28	29	30	31	1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
		Submit and Approve Expense Reports			Payroll Accruals	Payables Close
1	2	Notes				

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JULY 2018

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Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2 Open July	3	4  HOLIDAY	5	6 Assets Close ICT Close A/R - VUMC billings due	7
8	9 Accrue payables to projects (misc. batch) Projects Close	10 Receivables Close VUMC Invoice due	11 GL transactions (4:00) Cash transactions (5:00 PM)	12 Reporting entries	13 Reporting entries	14
15	16 GL Close Open 13th period	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31	1	2	3	4
5	6	Notes				