

AUTHORISING OVERTIME – EXERCISES A

Using the demo database (2007) complete the following exercises:

1. Authorise all of Theresa Diamond's overtime accrued during the week 15th to 21st January 2007 at rate 1.
2. Deny the overtime accrued by Scott Vanderspool during the week 15th to 21st January 2007.
3. Authorise all of the unauthorised overtime accrued for 24th April 2007. Employees who worked the WKS1 shift can be authorised up to 01:30 hours and employees who worked the WKS2 shift can be authorised up to 01:00 hour. Authorised overtime should be applied at rate 2.
4. Authorise all overtime accrued in the canteen during the week 12th to 18th February 2007 at rate 2.

AUTHORISING OVERTIME – EXERCISES B

Using the demo database (2007) complete the following exercises:

1. Authorise all of Jayna Amlari's overtime accrued during the week 22nd to 28th January 2007 at rate 1.
2. Deny the overtime accrued by Amrita Mistry during the week 22nd to 28th January 2007.
3. Authorise all of the unauthorised overtime accrued for 21st February 2007. Employees who worked the WKS1 shift can be authorised up to 01:30 hours and employees who worked the WKS2 shift can be authorised up to 01:00 hour. Authorised overtime should be applied at rate 2.
4. Authorise all overtime accrued in the canteen during the week 5th to 11th March 2007 at rate 2.

AUTHORISING OVERTIME – EXERCISES C

Using the demo database (2007) complete the following exercises:

1. Authorise all of Susan Aitken's overtime accrued during the week 26th to 1st April 2007 at rate 1.
2. Deny the overtime accrued by Bettina Smith during the week 26th to 1st April 2007.
3. Authorise all of the unauthorised overtime accrued for 9th April 2007. Employees who worked the WKS1 shift can be authorised up to 01:30 hours and employees who worked the WKS2 shift can be authorised up to 01:00 hour. Authorised overtime should be applied at rate 2.
4. Authorise all overtime accrued in the canteen during the week 8th to 14th January 2007 at rate 2.

01/04/08