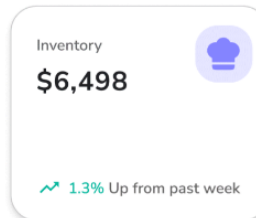
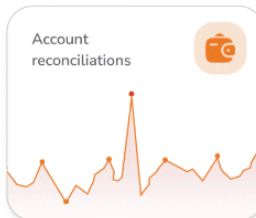
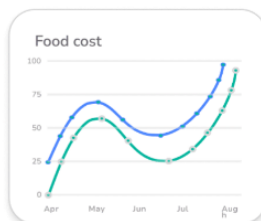




2025

Monday - Sunday Work Week





Reports Schedule By Management Role

Monday - Sunday Work Week

Report	Report						
	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
Weekly SLA	GM / KM / AGM	GM / KM / AGM	GM / KM / AGM	GM / KM / AGM	GM / KM / AGM	GM / KM / AGM	GM / KM / AGM
Key info. Grid & Graph	GM / KM	GM / KM	GM / KM	GM / KM	GM / KM	GM / KM	GM / KM
Void / Comp. Discount	GM	GM	GM	GM	GM	GM	GM
Labor Metric Graph	GM / KM	GM / KM	GM / KM	GM / KM	GM / KM	GM / KM	GM / KM
Payroll Detail	GM						
Server ROI	GM						
COGS Widget		KM / AGM					
Budget Widget		KM / AGM		KM / AGM			
Top/Bottom Sellers	KM / AGM	KM / AGM	KM / AGM	KM / AGM	KM / AGM	KM / AGM	KM / AGM
Consolidated PMix	KM / AGM						
Budget vs Actual I&E	GM	GM	GM	GM	GM	GM	GM
AP Spend Widget		GM					
Cash Management Report		GM					
Report linked to Goal							
Report linked to Goal							



Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
12/30	31	1/1	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



PERIOD 2 - January/February

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
1/27	28	29	30	31	2/1	2
PR SLS AP INV		7pm - 9pm MST Profit Center™ Maintenance				
3	4	5	6	7	8	9
PR SLS AP INV		7pm - 9pm MST Profit Center™ Maintenance				
10	11	12	13	14	15	16
PR SLS AP INV		7pm - 9pm MST Profit Center™ Maintenance				
17	18	19	20	21	22	23
PR SLS AP INV		7pm - 9pm MST Profit Center™ Maintenance				



PERIOD 3 - February/March

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
2/24	25	26	27	28	3/1	2
PR AP SLS INV		7pm - 9pm MST Profit Center™ Maintenance				
3	4	5	6	7	8	9
PR AP SLS INV		7pm - 9pm MST Profit Center™ Maintenance				
10	11	12	13	14	15	16
PR AP SLS INV		7pm - 9pm MST Profit Center™ Maintenance		Back Office Closed at 1pm MT		
17	18	19	20	21	22	23
PR AP SLS INV		7pm - 9pm MST Profit Center™ Maintenance				



PERIOD 4 - March/April

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
3/24	25	26	27	28	29	30
PR AP SLS INV		7pm - 9pm MST Profit Center™ Maintenance				
31	4/1	2	3	4	5	6
PR AP SLS INV		7pm - 9pm MST Profit Center™ Maintenance				
7	8	9	10	11	12	13
PR AP SLS INV		7pm - 9pm MST Profit Center™ Maintenance				
14	15	16	17	18	19	20
PR AP SLS INV		7pm - 9pm MST Profit Center™ Maintenance				



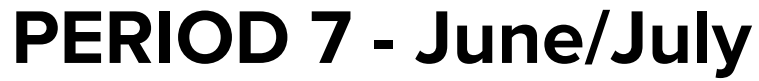
PERIOD 5 - April/May

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
4/21	22	23	24	25	26	27
PR AP SLS INV		7pm - 9pm MST Profit Center™ Maintenance				
28	29	30	5/1	2	3	4
PR AP SLS INV		7pm - 9pm MST Profit Center™ Maintenance				
5	6	7	8	9	10	11
PR AP SLS INV		7pm - 9pm MST Profit Center™ Maintenance				
12	13	14	15	16	17	18
PR AP SLS INV		7pm - 9pm MST Profit Center™ Maintenance				



PERIOD 6 - May/June

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
5/19	20	21	22	23	24	25
PR AP SLS INV		7pm - 9pm MST Profit Center™ Maintenance				
Back Office Closed 26	27	28	29	30	31	6/1
PR AP SLS INV		7pm - 9pm MST Profit Center™ Maintenance				
2	3	4	5	6	7	8
PR AP SLS INV		7pm - 9pm MST Profit Center™ Maintenance				
9	10	11	12	13	14	15
PR AP SLS INV		7pm - 9pm MST Profit Center™ Maintenance				



Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
6/16	17	18	Back Office Closed 19	20	21	22
PR SLS		7pm - 9pm MST Profit Center™ Maintenance				
AP INV						
23	24	25	26	27	28	29
PR SLS		7pm - 9pm MST Profit Center™ Maintenance				
AP INV						
30	7/1	2	3	Back Office Closed 4	5	6
PR SLS		7pm - 9pm MST Profit Center™ Maintenance				
AP INV						
7	8	9	10	11	12	13
PR SLS		7pm - 9pm MST Profit Center™ Maintenance				
AP INV						



PERIOD 8 - July/August

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
7/14	15	16	17	18	19	20
PR SLS AP INV		7pm - 9pm MST Profit Center™ Maintenance				
21	22	23	24	25	26	27
PR SLS AP INV		7pm - 9pm MST Profit Center™ Maintenance				
28	29	30	31	8/1	2	3
PR SLS AP INV		7pm - 9pm MST Profit Center™ Maintenance				
4	5	6	7	8	9	10
PR SLS AP INV		7pm - 9pm MST Profit Center™ Maintenance				



PERIOD 9 - August/September

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
8/11	12	13	14	15	16	17
PRAP SLSINV		7pm - 9pm MST Profit Center™ Maintenance				
18	19	20	21	22	23	24
PRAP SLSINV		7pm - 9pm MST Profit Center™ Maintenance				
25	26	27	28	29	30	31
PRAP SLSINV		7pm - 9pm MST Profit Center™ Maintenance				
Back Office Closed 9/1	2	3	4	5	6	7
PRAP SLSINV		7pm - 9pm MST Profit Center™ Maintenance				



PERIOD 10 - September/October

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
9/8	9	10	11	12	13	14
PR AP SLS INV		7pm - 9pm MST Profit Center™ Maintenance				
15	16	17	18	19	20	21
PR AP SLS INV		7pm - 9pm MST Profit Center™ Maintenance				
22	23	24	25	26	27	28
PR AP SLS INV		7pm - 9pm MST Profit Center™ Maintenance				
29	30	10/1	2	3	4	5
PR AP SLS INV		7pm - 9pm MST Profit Center™ Maintenance				



PERIOD 11 - October/November

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
10/6	7	8	9	10	11	12
PRAP SLSINV		7pm - 9pm MST Profit Center™ Maintenance				
13	14	15	16	17	18	19
PRAP SLSINV		7pm - 9pm MST Profit Center™ Maintenance				
20	21	22	23	24	25	26
PRAP SLSINV		7pm - 9pm MST Profit Center™ Maintenance				
27	28	29	30	31	11/1	2
PRAP SLSINV		7pm - 9pm MST Profit Center™ Maintenance	Back Office Closed at 3pm MT			



PERIOD 12 - November

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
11/3	4	5	6	7	8	9
PR SLS		7pm - 9pm MST Profit Center™ Maintenance				
AP INV						
10	11	12	13	14	15	16
PR SLS		7pm - 9pm MST Profit Center™ Maintenance				
AP INV						
17	18	19	20	21	22	23
PR SLS		7pm - 9pm MST Profit Center™ Maintenance				
AP INV						
24	25	26	Back Office Closed 27	Back Office Closed 28	29	30
PR SLS		7pm - 9pm MST Profit Center™ Maintenance				
AP INV						



PERIOD 13 - December

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
12/1	2	3	4	5	6	7
PRAP SLSINV		7pm - 9pm MST Profit Center™ Maintenance				
8	9	10	11	12	13	14
PRAP SLSINV		7pm - 9pm MST Profit Center™ Maintenance				
15	16	17	18	19	20	21
PRAP SLSINV		7pm - 9pm MST Profit Center™ Maintenance				
22	23	24	25	26	27	28
PRAP SLSINV		Back Office Closed at 12pm MT 7pm - 9pm MST Profit Center™ Maintenance	Back Office Closed			



Back Office
By Buyers Edge Platform

2024

13|4 Week Period Schedule

Monday - Sunday

Period #	Period Start Date	Period End Date
1	01/01/2024	01/28/2024
2	01/29/2024	02/25/2024
3	02/26/2024	03/24/2024
4	03/25/2024	04/21/2024
5	04/22/2024	05/19/2024
6	05/20/2024	06/16/2024
7	06/17/2024	07/14/2024
8	07/15/2024	08/11/2024
9	08/12/2024	09/08/2024
10	09/09/2024	10/06/2024
11	10/07/2024	11/03/2024
12	11/24/2024	12/01/2024
13	12/02/2024	12/29/2024

2025

13|4 Week Period Schedule

Monday - Sunday

Period #	Period Start Date	Period End Date
1	12/30/2024	01/26/2025
2	01/27/2025	02/23/2025
3	02/24/2025	03/23/2025
4	03/24/2025	04/20/2025
5	04/21/2025	05/18/2025
6	05/19/2025	06/15/2025
7	06/16/2025	07/13/2025
8	07/14/2025	08/10/2025
9	08/11/2025	09/07/2025
10	09/08/2025	10/05/2025
11	10/06/2025	11/02/2025
12	11/03/2025	11/30/2025
13	12/01/2025	12/28/2025

2025

Annual Period Schedule



PERIOD 13 2024 December

MON	TUE	WED	THU	FRI	SAT	SUN
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

PERIOD 1 2025 December - January

MON	TUE	WED	THU	FRI	SAT	SUN
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

PERIOD 2 2025 January - February

MON	TUE	WED	THU	FRI	SAT	SUN
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

PERIOD 3 2025 February - March

MON	TUE	WED	THU	FRI	SAT	SUN
24	25	26	27	28	1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23

PERIOD 4 2025 March - April

MON	TUE	WED	THU	FRI	SAT	SUN
24	25	26	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

PERIOD 5 2025 April - May

MON	TUE	WED	THU	FRI	SAT	SUN
21	22	23	24	25	26	27
28	29	30	1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18

PERIOD 6 2025 May - June

MON	TUE	WED	THU	FRI	SAT	SUN
19	20	21	22	23	24	25
26	27	28	29	30	31	1
2	3	4	5	6	7	8
9	10	11	12	13	14	15

PERIOD 7 2025 June - July

MON	TUE	WED	THU	FRI	SAT	SUN
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	1	2	3	4	5	6
7	8	9	10	11	12	13

PERIOD 8 2025 July - August

MON	TUE	WED	THU	FRI	SAT	SUN
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31	1	2	3
4	5	6	7	8	9	10

PERIOD 9 2025 August - September

MON	TUE	WED	THU	FRI	SAT	SUN
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31
1	2	3	4	5	6	7

PERIOD 10 2025 September - October

MON	TUE	WED	THU	FRI	SAT	SUN
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	1	2	3	4	5

PERIOD 11 2025 October - November

MON	TUE	WED	THU	FRI	SAT	SUN
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	31	1	2

PERIOD 12 2025 November

MON	TUE	WED	THU	FRI	SAT	SUN
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

PERIOD 13 2025 December

MON	TUE	WED	THU	FRI	SAT	SUN
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

PERIOD 1 2026 December - January

MON	TUE	WED	THU	FRI	SAT	SUN
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