

EMPLOYEE SSN				EMPLOYEE NAME (Last Name, First, MI)								UIC		OFFICE SYMBOL												
												CMJ														
EFFECTIVE DATE (YYYYMMDD)				T & A STATUS CODE								AWS CODE														
PAY PERIOD TOUR OF DUTY																										
	SUN 1/1	MON 1/2	TUE 1/3	WED 1/4	THUR 1/5	FRI 1/6	SAT 1/7	SUN PAY (Y/N)		SUN 2/1	MON 2/2	TUE 2/3	WED 2/4	THUR 2/5	FRI 2/6	SAT 2/7	SUN PAY (Y/N)									
WEEK 1									WEEK 2																	
SHIFT									SHIFT																	
NIGHT DIFF									NIGHT DIFF																	
T & A STATUS CODES									AWS CODES																	
EMPLOYEE'S SIGNATURE									A = ACTIVE EMPLOYEE P = INACTIVE EMPLOYEE X - DEATH									0 = 8 HOURS 6 = 9 HOURS 8 = 10 HOURS 5 = STUDENTS P/T								
AUTHORIZATION																										
SUPERVISOR'S SIGNATURE									EXTENSION									DATE SIGNED (YYYYMMDD)								

ARPC FORM 3, 20030711 (IMT-V1)

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WORK SCHEDULE CHANGE

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About the ITAOP/savePDF Method

The traditional Field-by-Field creation process is extremely ineffective and slow.

The only realistic option to create high-quality forms is the Insert-Text-Anywhere-on-Page (ITAOP) method.

The field creation process is about 10,000 times faster than the traditional method; the list of ITAOP features is not even available for the traditional method.

ITAOP savePDF method proved to be very simple and completely reliable for millions of users all over the world (incl. individuals, companies, organizations, government employees).