



# May 2024

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2 On-cycle payroll interface	3 P-Card interface F and A encumbrance Reset a.m.	4 ASC, Risk Management and Netcom allocations
5	6 <b>Month end close</b>	7	8	9	10 P-Card interface F and A encumbrance Reset a.m.	11 ASC, Risk Management and Netcom allocations
12	13	14	15	16 On-cycle payroll interface	17 P-Card interface F and A encumbrance Reset a.m.	18 ASC, Risk Management and Netcom allocations
19	20	21	22	23	24 P-Card interface F and A encumbrance Reset a.m.	25 ASC, Risk Management and Netcom allocations
26	27 <b>Memorial Day</b>	28	29	30 On-cycle payroll interface	31 P-Card interface F and A encumbrance Reset a.m.	

**Items running Monday–Friday**

- A/P check run.
- Cash receipting.
- Concur integrations.
- Facilities and administrative charges — post in real-time with expenses.
- Travel check run.