Monthly Timesheet Report

The **monthly timesheet report** provides a detailed summary of hours logged across various project codes, ensuring accurate tracking and billing. This report helps streamline payroll processes and project cost management. It is essential for maintaining transparency and accountability in workforce productivity.

Employee: John Doe

Reporting Period: June 2024

Date	Project Code	Project Name	Task Description	Hours Logged
2024-06-01	PROJ101	Website Redesign	UI Mockup Design	4.0
2024-06-01	PROJ202	Mobile App QA	Testing & Reporting	3.0
2024-06-02	PROJ101	Website Redesign	Frontend Coding	6.0
2024-06-02	PROJ203	Cloud Migration	Status Meeting	2.0

Summary by Project Code

Project Code	Project Name	Total Hours
PROJ101	Website Redesign	10.0
PROJ202	Mobile App QA	3.0
PROJ203	Cloud Migration	2.0