

Exercise 6

Filling Out a Time Sheet

The English as a Second Language Program

Evening Classes: 6:30 to 8:30 pm, Tuesday & Thursday

Week of 10/20 - 24 2003	Tues In	Tues Out	Thurs In	Thurs Out
Nasir Ali				
Tam Tran				
Minh Nguyen				
Maria Rivera				
Yer Vang				

Fill out the time sheet using the following information.

1. Nasir came at 6:30 on Tuesday and left at 8:30. He came at 7:00 on Thursday and left at 8:30.
2. Tam came at 6:30 both days and left at 8:30 both days.
3. Minh came at 6:30 on Tuesday and left on time. She came and left on time on Thursday.
4. Maria came 30 minutes late both days and left on time both days.
5. Yer came on time on Tuesday but left an hour early. He didn't come on Thursday.

The Adult Education Program

ABE Classes

Morning Classes: 9:00 am to 11:30 am, Monday, Wednesday and Friday

Week of 1/5 - 9 2004	Mon In	Mon Out	Wed In	Wed Out	Fri In	Fri Out
Karim Albaz						
Juan Cortez						
Ivan Ivanov						
Liliya Ivanova						

Fill out the time sheet using the following information.

1. Karim came at 9:00 on Monday and left at 11:30. On Wednesday he came and left on time. On Friday he was half an hour late but he left on time.
2. Juan came on time on Monday, but left 1 hour early. He came and left on time on Wednesday. On Friday he didn't come to class.
3. Ivan was 30 minutes late on Monday and left on time. On Wednesday he came and left at the same time he did on Monday. He came and left on time on Friday.
4. Liliya was absent on Monday. She came 30 minutes late on Wednesday and left on time. On Friday she came and left on time.