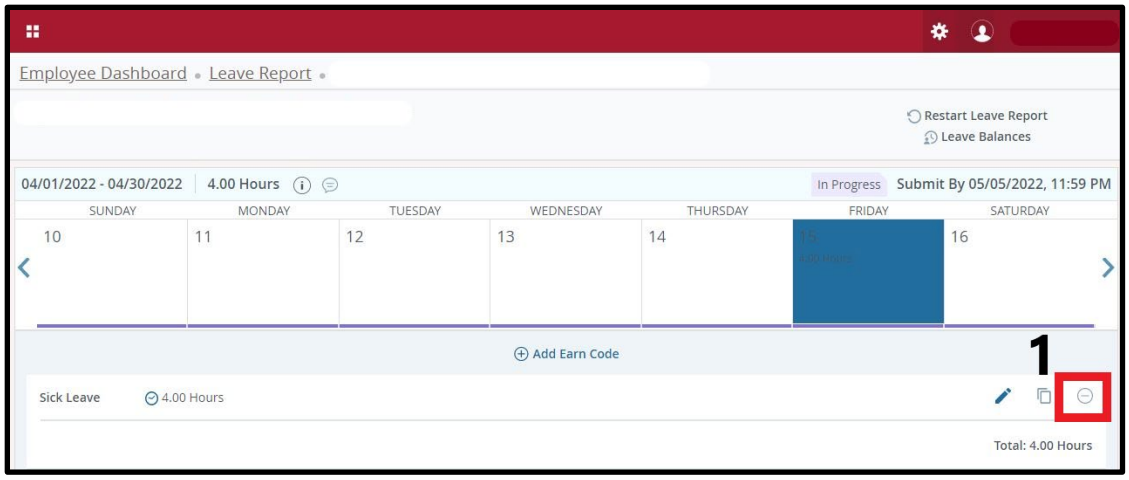
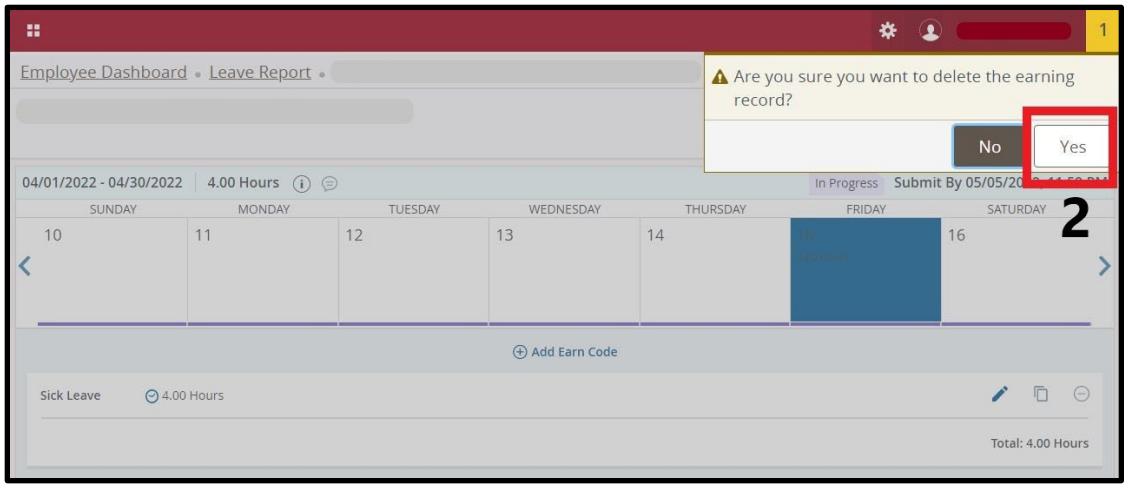
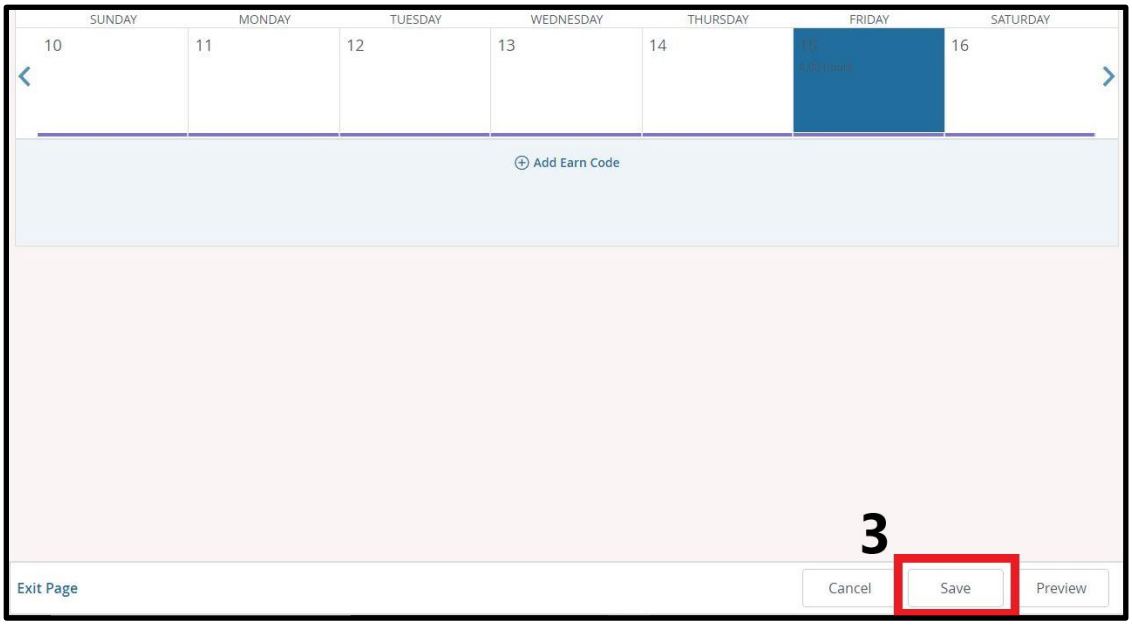
DELETING LEAVE REPORT HOURS

1. Click the "**Θ**" button next to hours you want to delete.



2. Click "**Yes**" when notification box appears.



3. Click "**Save**".