Monthly shift schedule

Free template from abacurio.com

Fill in the yellow cells. Everything else is calculated for you.

Year 2026 **Month** 12

Code	Shift	Hours
E	Early 06:00–14:00	8.0
L	Late 14:00–22:00	8.0
N	Night 22:00–06:00	8.0
D	Day 09:00–17:00	8.0
X	Day off	0.0

Name	1 Tue	2 Wed	3 Thu	4 Fri	5 Sat	6 Sun	7 Mon	8 Tue	9 Wed	10 Thu	11 Fri	12 Sat	13 Sun	14 Mon	15 Tue	16 Wed	17 Thu	18 Fri	19 Sat	20 Sun	21 Mon	22 Tue	23 Wed	24 Thu	25 Fri	26 Sat	27 Sun	28 Mon	29 Tue	30 Wed	31 Thu	Work days	Hours

Staff on shift per day

E Early 06:00–14:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
L Late 14:00–22:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
N Night 22:00–06:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
D Day 09:00–17:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Pick shifts from the dropdown. Change codes, names and hours in the shift table; everything else is calculated.