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| Employee Vacation Tracker by Month | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| **Employee** | | **1** | **2** | **3** | **4** | **5** | **6** | | **7** | **8** | **9** | **10** | **11** | **12** | | **13** | **14** | **15** | | **16** | **17** | **18** | **19** | **20** | **21** | | **22** | **23** | **24** | **25** | **26** | **27** | **28** | **29** | **30** | **31** |
| John Smith | | x |  |  |  |  |  | |  | x | x | x | x | x | | x |  | x | |  |  |  |  |  |  | |  |  |  |  |  |  |  |  |  |  |
| Jane Doe | | x |  |  |  |  |  | |  |  |  |  |  |  | |  |  |  | |  |  |  |  |  |  | |  |  |  |  |  |  |  |  |  |  |
| John Doe | |  |  |  |  | x | x | | x |  |  |  |  |  | |  |  |  | |  |  |  |  |  |  | |  |  |  |  |  |  |  |  |  |  |
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