

Team Shift Planning Matrix

| Employee | Role | Mon | Tue | Wed | Thu | Fri | Sat | Sun |
|--------------|------------|-----------|---------|-----------|-----------|---------|-----------|---------|
| Jane Doe | Supervisor | Morning | Morning | Off | Morning | Morning | Off | Off |
| John Smith | Team Lead | Afternoon | Off | Afternoon | Afternoon | Off | Afternoon | Off |
| Lisa Ray | Member | Evening | Evening | Evening | Off | Evening | Off | Off |
| Michael Chan | Member | Off | Morning | Morning | Morning | Off | Morning | Morning |

Notes

Add shift planning notes here...