



delete_ny_pmis

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Human Resources > Utilities > PMIS > Mass Delete Forecast Positions

Image

Utilities > PMIS > Mass Delete Forecast Positions SessionTimer: 239 min and 54

Execute

Select Positions only (P), Supplements only (S) or blank for ALL:

Select Position Statuses or blank for ALL:

Select Position School Years or blank for ALL:

Select First Pay Date Codes or blank for ALL:

Select Extra Duty Codes or blank for ALL:

Select Positions or blank for ALL:
(Includes ALL billets for selected positions
Blank for ALL not processed when Positions/Billets selected)

Select Positions/Billets or blank for ALL:

Select Supplement Positions or blank for ALL:
(Includes ALL billets for selected supplement positions
Blank for ALL not processed when Supplements/Billets selected)

Select Supplement Positions/Billets or blank for ALL:

Leave all fields blank and click **Execute**. A list of the processing reports is displayed.

Image

Utilities > PMIS > Mass Delete Forecast Positions SessionTimer

Process **Cancel**

Processing Reports

Select	Report Name
<input type="checkbox"/>	Mass Delete Forecast Positions Process Error Listing
<input type="checkbox"/>	Mass Delete Forecast Positions by Employee Name
<input type="checkbox"/>	Mass Delete Forecast Positions by Campus
<input type="checkbox"/>	Mass Delete Forecast Positions by Position/Billet

Generate Reports **Select All** **Unselect All**

Print or save the reports and click **Process**. You are prompted to create a backup.