



Generate the HRS3550 Report

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After the estimate from the Excel file (step 3) and the HRS3050 (step 4) match, run the HRS 3550 - School YTD Accrual Payroll Account Distribution Report.

Set Parameters as follows:

Parameter	Parameter Description
School Year (YYYY)	2018
Summary (S) or Detail (D) information for employees, or Fund Recap (R) only	R - Print only the totals for each fund/fiscal year on the report.
Print Acct Codes with zero accrual amounts? (Y/N)	Y - Include account codes with zero accrual amounts on the report.
Include report of variances between School YTD and Distribution History? (Y/N)	Y - Include a report of the variances between the school year-to-date amounts and the distribution history.
Print Acct Codes not in General Ledger? (Y/N)	Y - Include account codes that are not in the general ledger.