



## **Generate the HRS3550 Report**



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## Generate the HRS3550 Report

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After the estimate from the Excel file (step 3) and the HRS3050 report (step 4) match, generate the HRS3550 report using the following parameters:

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