



## Enter school year pay dates



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[Payroll > Tables > Pay Dates](#)

Enter pay dates for the new school year and click **Save**.

If your LEA accrues, verify the pay dates from this table match the pay dates on your accrual calendar.

The screenshot shows a software interface for managing payroll data. At the top, there is a breadcrumb trail 'Tables > Accrual Calendars' and a 'Payroll' dropdown menu. A 'Save' button is located at the top center. Below this, the 'ACCRUAL CALENDAR' section is visible, featuring 'Retrieve' and 'Print' buttons. It contains a table with the following data:

Delete	Details	Accrual Code	Total Days Worked
		A	187.0
		B	207.0

Below this table is an 'Add' button. To the right, the 'Pay Dates' table is displayed, listing dates from 09-25-2025 to 08-25-2026 with corresponding 'Days Worked' values in input fields:

Delete	Pay Date	Days Worked
	09-25-2025	<input type="text" value="41.00"/>
	10-24-2025	<input type="text" value="22.00"/>
	11-25-2025	<input type="text" value="15.00"/>
	12-19-2025	<input type="text" value="15.00"/>
	01-23-2026	<input type="text" value="20.00"/>
	02-25-2026	<input type="text" value="19.00"/>
	03-25-2026	<input type="text" value="17.00"/>
	04-24-2026	<input type="text" value="21.00"/>
	05-25-2026	<input type="text" value="17.00"/>
	06-25-2026	<input type="text" value="0.00"/>
	07-24-2026	<input type="text" value="0.00"/>
	08-25-2026	<input type="text" value="0.00"/>

An 'Add' button is located at the bottom right of the 'Pay Dates' table.