



# Generate the Employee Verification report



# Table of Contents

**Generate the Employee Verification report** ..... i



[Human Resources](#) > [HR Reports](#) > [Personnel Reports](#) > [HRS1100 - Employee Verification Report](#)

### **Report parameters?**

Verify that the employee information (e.g., years of experience) is correct to start the new school year. If corrections are needed, use the [Maintenance](#) > [Staff Job/Pay Data](#) > [Employment Info](#) tab to update the employee's record.

### **Screenshot?**