



step29

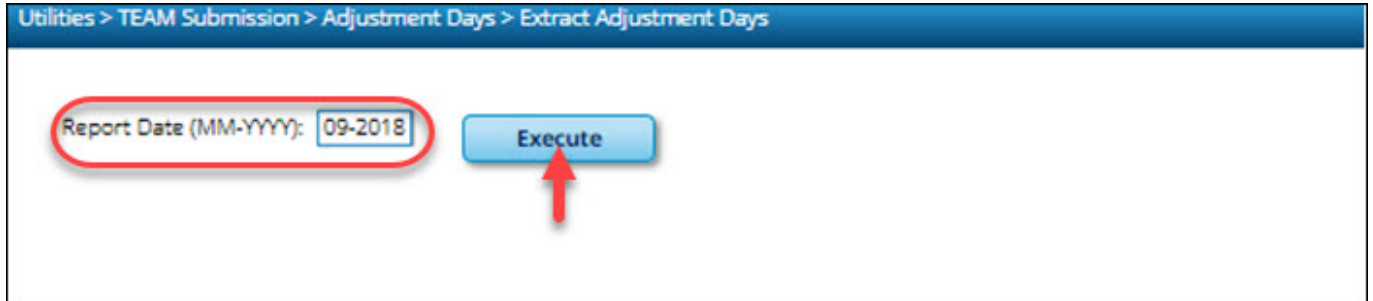
Table of Contents

step29 i

[Human Resources](#) > [Utilities](#) > [TEAM Submission](#) > [Adjustment Days](#) > [Extract Adjustment Days](#)

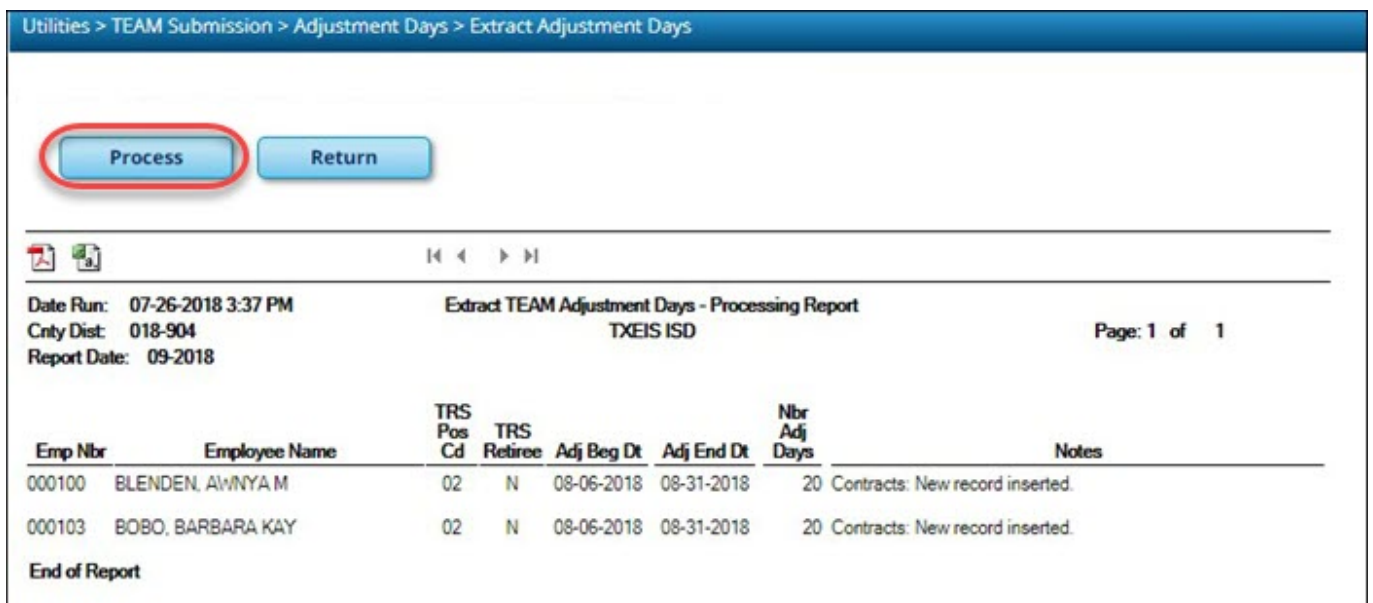
In the **Report Date (MM-YYYY)** field, type 09-2018 to capture the days for those employees that worked in August but were not paid until September.

Image



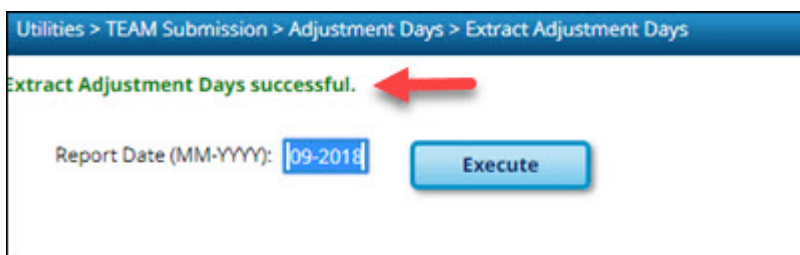
Click **Execute**. The Extract TEAM Adjustment Days - Processing Report is displayed.

Image



Click **Process**. A message indicating that the process was successful is displayed on the page.

Image



Verify the information on [Human Resources > Reports > TEAM Reports > TRS Adjustment Days Report \(HRS7850\)](#).