



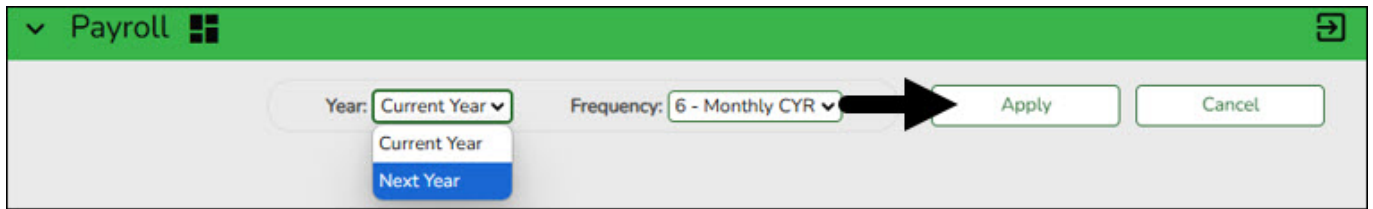
Verify payroll frequency

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In Payroll, verify that you are in the next year frequency that is associated with your current year frequency. If not:



The screenshot shows a 'Payroll' interface with a green header. Below the header, there are two dropdown menus: 'Year: Current Year' and 'Frequency: 6 - Monthly CYR'. The 'Year' dropdown is open, showing 'Current Year' and 'Next Year' options. A black arrow points from the 'Frequency' dropdown to the 'Apply' button. There is also a 'Cancel' button to the right of the 'Apply' button.

- Click **Change**.
- Select *Next Year*.
- Click **Apply**.