body

Table of Contents

Field	Description
Frequency	Select the payroll frequencies for which transactions are being created. The user can select multiple payroll frequencies, if authorized in the security application.
Begin Date	Click ⌄ to select the beginning pay date. All pay dates for the selected payroll frequencies are displayed.
End Date	Click ⌄ to select the ending pay date. All pay dates for the selected payroll frequencies are displayed.
Reset Pay Dates	Click to clear the **Begin Date** and **End Date** fields when a different pay frequency has been selected.
Page Break by Ded Cd / Vendor	Select to set a page break after each deduction code and vendor, or leave blank to ignore page breaks and print a continuous listing.

By default, all deduction codes are selected.

- You can clear the **Deduct** check box for any deduction code(s) for which you do not want to create a liability transaction.
- Highlight the range of deduction codes, click **Unselect All** to clear all the highlighted deduction codes.

❑ Click **Execute**. The progress of the transaction creation process is displayed. When processing is complete, the system indicates that the creation of deduction check transactions is complete, the number of transactions that were added, and the number of duplicate transactions that were found. Click **OK** to close.

- If duplicate deduction code transactions were encountered, the Duplicate Deduction Check Transactions report is displayed.
- If new account codes are created, the Detail Deduction Checks report is displayed.

Review the report.