



# **modify\_rp\_record**



# Table of Contents

**modify\_rp\_record** ..... i



Payroll Processing > TRS Processing Sess

Save    TRS Month: 8    TRS Year: 201X

Adjustment Days   Payroll History   Extract   Maintenance   Create Files   Interface   Purge

Employee: 007230 : ZUNIGA 11, ZOCHIL ALLEN    Retrieve

TRS Month: 08    TRS Year: 2017

Employee Demographic (ED) Type	Nbr of Records	Select	Delete	Add
ED20 Demographic	1			
ED25 Demographic Adj	1			
ED40 Contract & Position	1			+
ED45 Contract & Position Adj	5			+
ED90 Termination	1			

Regular Payroll (RP) Type	TRS Position Code	Days Worked	Total Gross Pay	Adj Mo/Year	Select	Delete	Add
RP20 Regular Payroll	01 Professional staff	0	0.00				+
RP25 Regular Payroll Adj	01 Professional staff			01/2019			+

Click to view the record details. The corresponding maintenance pop-up window is displayed with the record details.

- Make the necessary changes and click **Save**.
- Click **Close** to close the pop-up window.

Click to delete a record. A warning message informing you that the selected record type will be deleted is displayed.

**Warning**

RP20 record will be deleted.

TRS Position Code: 01 Professional staff

Click OK to delete, or Cancel to return.

- Click **OK** to delete the record.
- Click **Cancel** to return to the Maintenance page without deleting the record.