



moving_10month_employees_cyr_payroll_ste p11

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Log on to the next year.

Position Management > Reports > User Created Reports > CYR/NYR Positions

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Position Management

Save Create Report Delete Reset

Report Title

Employee Nbr: []

Position Nbr: []

PMIS Position/Distribution Export File Auto Select Options

PMIS Position Control PMIS Position Distribution

PMIS Position Control

CYR/NYR Flag Contract Beg Date Day Empld Pct Extra Duty Code Inactive Reason Code

Position Nbr Contract End Date Pct of Year Supplement Type Vacate Reason Occ Pay Type

Billet Nbr Payoff Date Pay Concept Supplement Max Amt Pay Grade Suppl Recalculate

Position Type Nbr Days Off EEOC Code Base Suppl On Dly Rate Pay Step Ign Pct Day For Sal Calcs

Position Description Act Hrlly Dly Rate Workers' Comp Supplement Pay 1 Time Pay Schedule Ign Pct Yr For Sal Calcs

Position Status Salary Amount TRS Position Code Date Supplement 1 Time FTE - Equiv Units New Employee

Position School Year Nbr Remain Payments Max Days Accept Change Midpoint Base

Frequency Job Category Max Payments Date Create/Update Percent of Midpoint

Occ Employee Nbr Supplement Attached Ovtm Elig Flg Date Fill Unemployment Elig Flag

Primary Job Job Code State Minimum Days Fill Position Reason FICA Elig

Increase Elig 1st Pay Date Code Spvsr Position Nbr Date Criteria TRS Status Code

Occ Pay Grade Calendar Code Spvsr Billet Nbr Date Authorization Budget Amount

Occ Pay Step Campus ID Supplement Extra Days Date Authorization End Budget Salary Override

Occ Pay Schedule Dept Suppl to Pos Nbr Date Entry Actual/Budget Ind

State Step Hrs Per Day Suppl to Pos Billet Date Inactive Pay Type

PMIS Position Distribution

CYR/NYR Flag Job Code Function Ed Span Expense 373

Position Nbr Account Type Object Project Detail Contrib Acct Flag

Billet Nbr Pay Activity Sub Object Account Amount

Position Type Workers' Comp Organization Account Percent

Distribution Sequence File ID Fiscal Year TRS Grant Code

Frequency Fund Program Intent Extra Duty Code

Employee Demo

First Name Middle Name Last Name Generation

Generate a user-created report to identify employees who have a 9/1 or later start date.

Position Management > Maintenance > PMIS Position Modify > Position Record

Retrieve each employee.

For TRS purposes, select the **Accept Changes** field to avoid moving the employees to the current year payroll.