



moving_10month_employees_cyr_payroll_ste p12

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Log on to the next year.

Human Resources > Next Year > Copy Next Year Tables

Image

Next Year SessionTimer: 239 min and 19 sec

Copy Next Year Tables

Title			
Accrual Calendar	<input type="text"/>	<input type="checkbox"/>	<input type="button" value="..."/>
Extra Duty Pay	<input type="text"/>	<input type="checkbox"/>	<input type="button" value="..."/>
Hourly / Daily Salary	<input type="text"/>	<input type="checkbox"/>	<input type="button" value="..."/>
Job Code	<input type="text"/>	<input type="checkbox"/>	<input type="button" value="..."/>
Local Annual Salary	<input type="text"/>	<input type="checkbox"/>	<input type="button" value="..."/>
Midpoint Salary	<input type="text"/>	<input type="checkbox"/>	<input type="button" value="..."/>
School Calendar	<input type="text" value="BM,BS"/>	<input checked="" type="checkbox"/>	<input type="button" value="..."/>
State Minimum Salary	<input type="text"/>	<input type="checkbox"/>	<input type="button" value="..."/>
Substitute Salary	<input type="text"/>	<input type="checkbox"/>	<input type="button" value="..."/>
Workers' Compensation Rates	<input type="text"/>	<input type="checkbox"/>	<input type="button" value="..."/>

- In the **School Calendar** field, select only the 10-month employee calendars. (**TIP:** The calendar code is displayed in the first pay date code on the simulation (e.g., J40 includes calendar code 40).
- **Do not** move the TR calendar or any calendars for employees who have a 9/1 or later start date.
- Click **Execute**.

Note: If changes were made to any other next year payroll tables (extra duty pay, hourly/daily salary, job code, local annual salary, etc.), copy the tables from the next year payroll to the current year payroll.