



**extraduty\_body**





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**Set up extra duty salary data:**

Field	Description
<b>Simulation Name</b>	Type the name of a simulation or click  to select the simulation name from a list.
<b>Simulation Description</b>	Type a description of the current simulation or click  to select the simulation description from a list. The field can be a maximum of 30 characters.

Under **Records**:

<b>Sim Name</b>	Displays the simulation name as entered in the <b>Simulation Name</b> field at the top of the page.
<b>Descr</b>	Displays the simulation description as entered in the <b>Simulation Description</b> field at the top of the page.
<b>Extra Duty Cd</b>	Type the appropriate extra duty code for the current simulation, or click  to select the extra duty code from a list.

Click **Retrieve**. The extra duty code data is displayed.

Click **Extra Duty** to select an extra duty code from the Extra Duty lookup. Or, create new entries to be included in the simulation phase.

Under **Modify**, select either of the following criteria to modify extra duty salaries:

- **By Percent**
- **By Dollar Amt**

Under **Salary**:

<b>Amount</b>	Type the dollar or percentage value to increase a salary. The dollar amount can be a maximum of six digits (e.g., 9999.99).
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Click **Default** to apply the amount entered in the **Amount** field to each salary.

**Note:** Only the rows without a value in the **% Increase** or **Amount Increase** columns are affected when applying the default values.

Click **+Add** to add a row.