



# step1a



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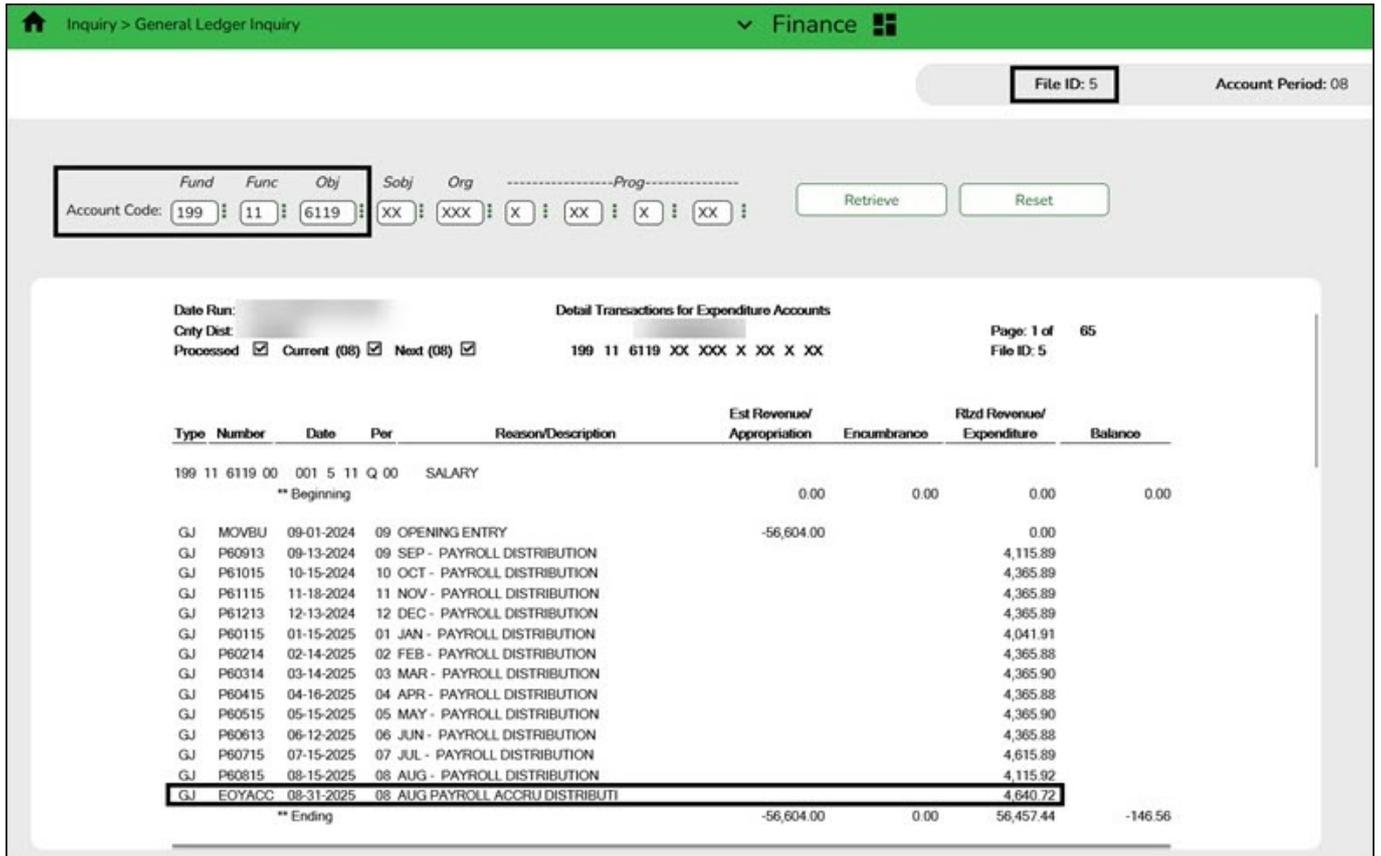


☐ If ASCENDER is used for the EOY payroll accruals, verify that the accrual reversal process was completed in September 2020. This process should have been interfaced to Finance in August 2020.

**Log on to Finance file ID 0.**



Finance > Inquiry > General Ledger Inquiry > General Ledger Inquiry



- Type 199.11.6119 or 199.00.2161 in the **Fund**, **Function**, and **Object Code** fields.
- Leave all other fields masked (Xs).
- Click **Retrieve**.
- Verify that “**Payroll Accrual**” (or an LEA-defined description) with a positive expenditure amount was posted (typically in August 2020).

**Log on to Finance file ID C.**



Finance > Inquiry > General Ledger Inquiry > General Ledger Inquiry



Payroll Processing > EDY Payroll Accruals Payroll

Year: C Frequency: 6

ACCRUAL TABLE   DECREMENT   RUN CALCULATIONS   ACCRUAL REPORTS   CREATE GENERAL JOURNAL   INTERFACE TO FINANCE   POST TO MASTER   REVERSAL FOR NON-ACCRUAL   MASS DELETE

File ID:

Accounting Period  
 Post to Current Acct Period: 10  
 Post to Next Acct Period: 11

Reversal Interface Transaction Date:   
JV Number:

Select	Frequency	Calculation Date	Create GJ Date	Interface Date	Posted Date	Reversal Interface Date
<input type="checkbox"/>	F	08-31-2024	08-26-2024	08-26-2024	09-10-2024	