



Verify pay dates

Table of Contents

Verify pay dates i

Verify pay dates

[Human Resources > Tables > Pay Dates](#)

Verify that the pay dates exist for each payroll frequency.

Tables > Pay Dates SessionTimer: 238 min and 46 sec

Start Pay Date:

| Delete | Details | School Year | Pay Date | Begin Date | End Date | TRS Month | TWC Quarter | Print Alternate Address |
|--------|---------|-------------|------------|------------|------------|-----------|-------------|-------------------------|
| | | 2019 | 09-13-2019 | 08-18-2019 | 08-31-2019 | 09 | 3 | |
| | | 2019 | 08-30-2019 | 08-04-2019 | 08-17-2019 | 08 | 3 | |
| | | 2019 | 08-15-2019 | 07-14-2019 | 08-03-2019 | 08 | 3 | |
| | | 2019 | 07-30-2019 | 06-30-2019 | 07-13-2019 | 07 | 3 | |
| | | 2019 | 07-15-2019 | 06-16-2019 | 06-29-2019 | 07 | 3 | |
| | | 2019 | 06-28-2019 | 06-02-2019 | 06-15-2019 | 06 | 2 | |
| | | 2019 | 06-14-2019 | 05-12-2019 | 06-01-2019 | 06 | 2 | |
| | | 2019 | 05-30-2019 | 04-28-2019 | 05-11-2019 | 05 | 2 | |
| | | 2019 | 05-15-2019 | 04-14-2019 | 04-27-2019 | 05 | 2 | |
| | | 2019 | 04-30-2019 | 03-31-2019 | 04-13-2019 | 04 | 2 | |
| | | 2019 | 04-15-2019 | 03-17-2019 | 03-30-2019 | 04 | 2 | |
| | | 2019 | 03-29-2019 | 02-24-2019 | 03-16-2019 | 03 | 1 | |
| | | 2019 | 03-15-2019 | 02-10-2019 | 02-23-2019 | 03 | 1 | |
| | | 2019 | 02-28-2019 | 01-27-2019 | 02-09-2019 | 02 | 1 | |
| | | 2019 | 02-15-2019 | 01-13-2019 | 01-26-2019 | 02 | 1 | |

Selected Pay Date: 09-13-2019

| Adjustment Nbr | Date Pay Run | Interface | User ID |
|----------------|--------------|-----------|---------|
| 0 | 00-00-0000 | N | |

Enter the **Pay Date**, **Begin Date**, **End Date**, **TRS Month**, **TWC Quarter**, and click **Save**.

Recommended: In September, enter all pay dates for the year, September through August. As supplemental payrolls arise, you may need to add additional pay dates.