








# suppl\_position\_history



# Table of Contents

**suppl\_position\_history** ..... i



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|--------------------------|---|
| <b>Freq</b>              | Click  to select a payroll frequency. This is a required field.  |
| <b>School Yr</b>         | Type the school year in the YYYY format. This is a required field.  |
| <b>Extra Duty Code</b>   | Type an extra duty code, or click  to select a code from the Extra Duty Codes lookup.  |
| <b>Primary Campus</b>    | Type the code of the primary campus, or click  to select a primary campus. This is a required field.   |
| <b>Dept</b>              | Type the code used by the district to categorize the department associated with the position. The field can be a single digit.  |
| <b>Pct Year Employed</b> | Type the number which indicates the total percentage of the employee's responsibilities represented by the job entered.<br><br>For example, if the job represents half of his total assignment, type 50.  |
| <b>One Time Suppl</b>    | Select if the supplement pay is to be awarded in one payment. If selected, the <b>Pay Date</b> field is required.<br><b>Note:</b> For type G accounts, if <b>One Time Supplement</b> is not selected, the supplement will be added to the base salary for the job associated to the <b>Attached to Position</b> field (or the primary job if the <b>Attached to Position</b> field is blank) and will be paid with each contract payment. |
| <b>Max Days</b>          | Type the maximum number of days this position is funded. This number is used when calculating the annual pay based on a daily rate. It is also used when calculating the annual salary using the annual salary table. This is a required field.   |
| <b>Orig Type</b>         | Click  to select the original transaction type.<br><br><i>Move Forecast to CYR</i><br><i>Maintenance</i><br><i>Change In Compensation</i><br><i>Separation</i><br><i>Non-Comp Position Changes</i><br><i>Non-Comp Funding Changes</i>   |
| <b>Begin/End</b>         | Click  to indicate the beginning and ending position history records.  |