



## **Extract August TRS records**



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# Extract August ED20 records

**Log on to the current year payroll frequency.**

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- In the **TRS Month** field, select 8 (August).
- In the **TRS Year** field, select the applicable TRS reporting year (e.g., 2020).
- Select **Employee Demographic (ED20) Extract** to extract the employee demographic data.
- Click **Execute** to process the selected extract.



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