



Clear EOY accrual data

Table of Contents

[Human Resources > Next Year > Copy CYR Tables to NYR > Clear Next Year Tables](#)

Log on to the current payroll frequency.

Select the **Clear EOY Accrual Data Only** field.

IMPORTANT:

- Do not move any tables from the left side to the right side of the page.
- If the **Clear EOY Accrual Data Only** field is not selected prior to clicking **Execute**, ALL NPYR payroll will be cleared.

Click **Execute** to clear the prior year accrual calculations.



Back Cover