createrpfiles

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Click ⋮ to display the Regular Payroll (RP) pop-up window.

In the **Search** field, type the record type to narrow the selection. Select the RP record type(s) to be included.

- **RP20 Regular Payroll**
- **RP25 Regular Payroll Adj**

Click **Select** to close the pop-up window and populate the field with the selection(s).

Click **Cancel** to return to the Create Files Tab. Leave the field blank to include all RP record types.

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