



Update payroll clearing fund/year

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Log on to the current year pay frequency.

Human Resources > Tables > District HR Options

Update the district Human Resources options.

Image

Tables > District HR Options SessionTimer: 59 min and 39 sec

Save

HR Options

Retrieve Print

TRS District ID:	1108	Calculate Accrual Salaries:	<input checked="" type="checkbox"/>
Federal ID Number (EIN):	74-6002024	Check Amount - Alpha:	<input checked="" type="checkbox"/>
Payroll Clearing Fund/Year:	163/1	Summarize Benefits Interface:	<input checked="" type="checkbox"/>
TWC District ID:	999902600	Supplemental Tax Rate:	22.00%
Use Direct Deposit (Y,N, or E):	E - Electronic Funds Transfer	Standard Hours per Workday:	8.0
TRS Cost Education Index:	0.0000	Max Gross Amt for District:	25,000.00
Distributions Built By Amt or %:	A - Amount	Auto Assign Employee Number:	<input checked="" type="checkbox"/>
Apply Leave Used or Earned First:	E - Earned First	Next Available Employee Number:	001789
Leave Code for State Sick:	01 STATE SICK	School Year for PEIMS Codes:	2020
Leave Code for State Personal:	02 STATE PERSONAL	Use Emp Nbr or SSN in EFT File:	E - Employee Nbr
Update Actual Hours From Payroll Processing:	<input checked="" type="checkbox"/>	Set Demo Alpha Fields to Uppercase:	<input type="checkbox"/>
TEA Health Ins Contribution		First Pay Date of School Year	
Payroll 4:	0.00	Payroll 4:	09-20-2019
Payroll 5:	0.00	Payroll 5:	09-20-2019
Payroll 6:	0.00	Payroll 6:	09-20-2019
TRS Extract Options			
Use Pay Dates for TRS Month or Actual Date:		P - Pay Dates For TRS Month	
Pay Type 1 - Report Actual or Scheduled Hours:		S - Scheduled Hours	
Pay Type 2 - Report Actual or Scheduled Hours:		S - Scheduled Hours	
Pay Type 3 - Report Actual or Scheduled Hours:		S - Scheduled Hours	

Automatically Compute

W-2 Print Options

TRS:

HLTH:

CAP:

NTA:

TXA:

TFB:

Default Overtime Object Code

Professional:

Para-Professional/Hourly:

Other:

Payroll Clearing Fund/Year	Select the fund/fiscal year (e.g., 163/9) for the current year to be used as the clearing fund/fiscal year when interfacing to Finance.
School Year for PEIMS Codes	Type the school year for the PEIMS edit tables in the YYYY format.

Note: If the **School Year for PEIMS Codes** field does not contain a valid value, then values will not be displayed in the **PEIMS** drop-down fields (e.g., **Sex**, **Ethnicity**, etc.) on the [Human Resources > Maintenance > Staff Demo > Demographic Information](#) page.



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