



Enter school year pay dates

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Enter school year pay dates

[Payroll > Tables > Pay Dates](#)

Enter pay dates for the new year and click **Save**.

These dates must equal the pay dates in your accrual calendar(s) except for the August accrual calculation run date (August 31).

The screenshot shows a software interface for managing accrual calendars. At the top, there is a navigation bar with 'Tables > Accrual Calendars' and a 'Payroll' dropdown. Below this is a 'Save' button. The main area is titled 'ACCRUAL CALENDAR' and contains 'Retrieve' and 'Print' buttons. There are two data tables side-by-side.

| Delete | Details | Accrual Code | Total Days Worked |
|--------|---------|--------------|-------------------|
| | | A | 187.0 |
| | | B | 207.0 |

| Delete | Pay Date | Days Worked |
|--------|------------|------------------------------------|
| | 09-25-2025 | <input type="text" value="41.00"/> |
| | 10-24-2025 | <input type="text" value="22.00"/> |
| | 11-25-2025 | <input type="text" value="15.00"/> |
| | 12-19-2025 | <input type="text" value="15.00"/> |
| | 01-23-2026 | <input type="text" value="20.00"/> |
| | 02-25-2026 | <input type="text" value="19.00"/> |
| | 03-25-2026 | <input type="text" value="17.00"/> |
| | 04-24-2026 | <input type="text" value="21.00"/> |
| | 05-25-2026 | <input type="text" value="17.00"/> |
| | 06-25-2026 | <input type="text" value="0.00"/> |
| | 07-24-2026 | <input type="text" value="0.00"/> |
| | 08-25-2026 | <input type="text" value="0.00"/> |



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