



Enter school year pay dates

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[Payroll > Tables > Pay Dates](#)

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

If your LEA accrues, verify the pay dates from this table match the pay dates on your accrual calendar.

The screenshot shows a software interface for managing payroll data. At the top, there is a green header bar with a home icon, the text 'Tables > Accrual Calendars', and a 'Payroll' dropdown menu. Below the header, there is a 'Save' button. The main content area is titled 'ACCRUAL CALENDAR' and contains two tables.

The first table, 'ACCRUAL CALENDAR', has columns for 'Delete', 'Details', 'Accrual Code', and 'Total Days Worked'. It contains two rows of data:

Delete	Details	Accrual Code	Total Days Worked
		A	187.0
		B	207.0

The second table, 'Pay Dates', has columns for 'Delete', 'Pay Date', and 'Days Worked'. It contains ten rows of data, each with a trash icon, a date in a text box, and a numerical value in a text box:

Delete	Pay Date	Days Worked
	09-25-2025	41.00
	10-24-2025	22.00
	11-25-2025	15.00
	12-19-2025	15.00
	01-23-2026	20.00
	02-25-2026	19.00
	03-25-2026	17.00
	04-24-2026	21.00
	05-25-2026	17.00
	06-25-2026	0.00
	07-24-2026	0.00
	08-25-2026	0.00

Both tables have an 'Add' button at the bottom right corner.



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