






extraduty_body

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Set up extra duty salary data:

| Field | Description |
|-------------------------------|--|
| Simulation Name | Type the name of a simulation or click  to select the simulation name from a list. |
| Simulation Description | Type a description of the current simulation or click  to select the simulation description from a list. The field can be a maximum of 30 characters. |

Under **Records**:

| | |
|----------------------|--|
| Sim Name | Displays the simulation name as entered in the Simulation Name field at the top of the page. |
| Descr | Displays the simulation description as entered in the Simulation Description field at the top of the page. |
| Extra Duty Cd | Type the appropriate extra duty code for the current simulation, or click  to select the extra duty code from a list. |

Click **Retrieve**. The extra duty code data is displayed.

Click **Extra Duty** to select an extra duty code from the Extra Duty lookup. Or, create new entries to be included in the simulation phase.

Under **Modify**, select either of the following criteria to modify extra duty salaries:

- **By Percent**
- **By Dollar Amt**

Under **Salary**:

| | |
|---------------|---|
| Amount | Type the dollar or percentage value to increase a salary. The dollar amount can be a maximum of six digits (e.g., 9999.99). |
|---------------|---|

Click **Default** to apply the amount entered in the **Amount** field to each salary.

Note: Only the rows without a value in the **% Increase** or **Amount Increase** columns are affected when applying the default values.

Click **+Add** to add a row.



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