



# step1a



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This step applies to LEAs that do not accrue throughout the year.

If ASCENDER is used for the EOY payroll accruals, verify that the accrual reversal process was completed in September 2020. This process should have been interfaced to Finance in August 2020.

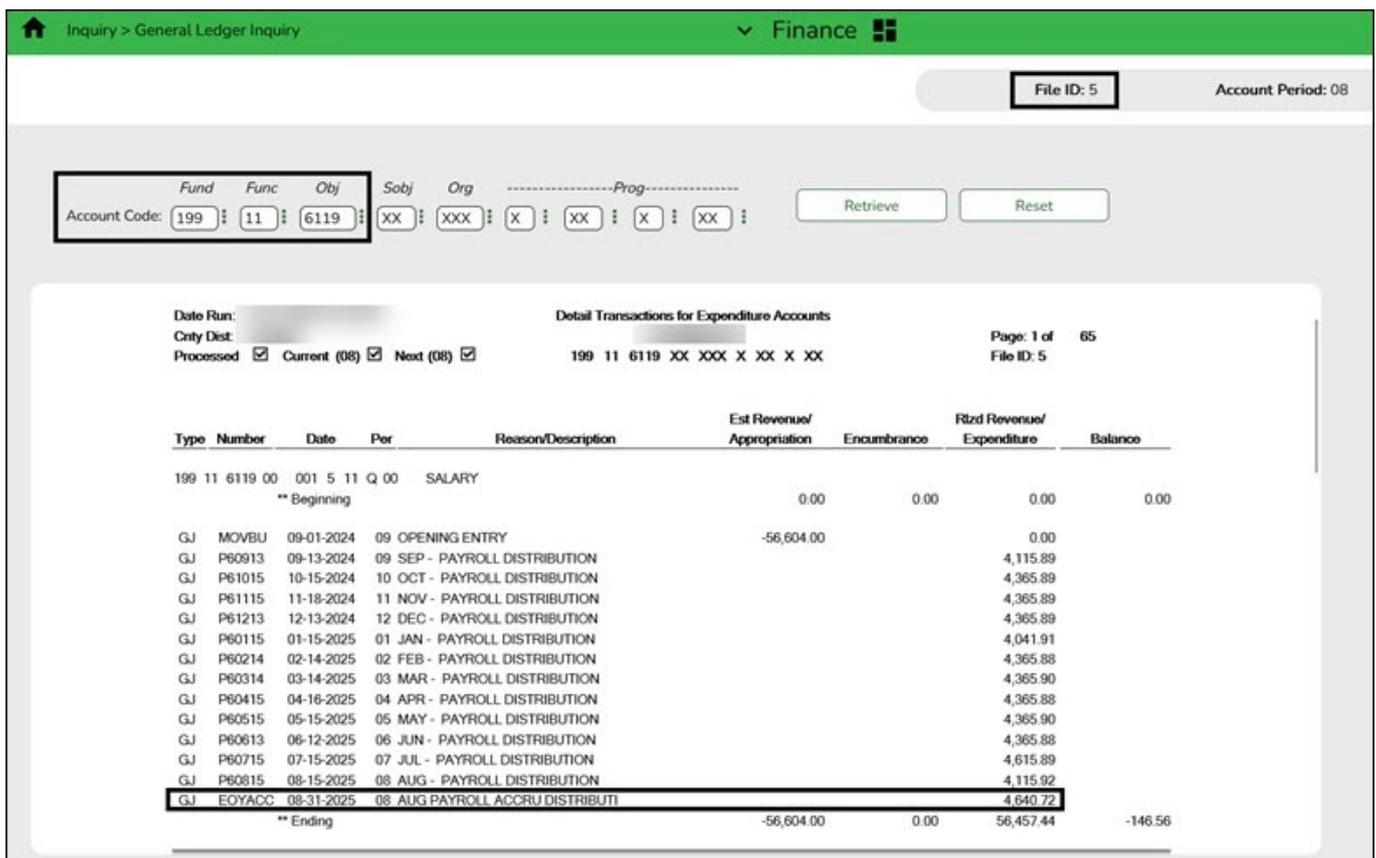


Skip this step if you did not use ASCENDER for the EOY payroll accruals (days worked in August).

**Log on to Finance file ID 0.**



Finance > Inquiry > General Ledger Inquiry > General Ledger Inquiry



- Type 199.11.6119 or 199.00.2161 in the **Fund, Function, and Object Code** fields.
- Leave all other fields masked (Xs).
- Click **Retrieve**.
- Verify that “**Payroll Accrual**” (or an LEA-defined description) with a positive expenditure amount was posted (typically in August 2020).



Payroll Processing > EDY Payroll Accruals Payroll

Year: C Frequency: 6

ACCRUAL TABLE   DECREMENT   RUN CALCULATIONS   ACCRUAL REPORTS   CREATE GENERAL JOURNAL   INTERFACE TO FINANCE   POST TO MASTER   REVERSAL FOR NON-ACCRUAL   MASS DELETE

File ID:

Accounting Period  
 Post to Current Acct Period: 10  
 Post to Next Acct Period: 11

Reversal Interface Transaction Date:   
JV Number:

Select	Frequency	Calculation Date	Create GJ Date	Interface Date	Posted Date	Reversal Interface Date
<input type="checkbox"/>	F	08-31-2024	08-26-2024	08-26-2024	09-10-2024	



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