



## **zero\_leave\_values\_for\_employees\_examples**



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**Zeroing use it or lose it type leave:**

The selected leave for the previous school year displayed the following:

Begin Balance	Leave Earned	Leave Used	Ending Balance
15.0	5.0	1.5	18.5

Select the following options:

**Leave Earned****Leave Used****End Balance**

After processing the Mass Update, the selected leave for the coming school year displays the following:

Begin Balance	Leave Earned	Leave Used	Ending Balance
0.0	0.0	0.0	0.0

Leave earned must be incremented prior to processing the first pay date of the school year.

**Zeroing leave that is carried forward from year to year:**

The selected leave for the previous school year displayed the following:

Begin Balance	Leave Earned	Leave Used	Ending Balance
30.0	5.0	2.5	32.5

Select the following options:

**Leave Earned****Leave Used**

After processing the Mass Update, the selected leave for the coming school year displays the following:

Begin Balance	Leave Earned	Leave Used	Ending Balance
32.5	0.0	0.0	32.5

Leave earned must be incremented prior to processing the first pay date of the school year.



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