



Simulation Options - HRS8200

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Payroll > Utilities > Salary Simulation > Simulation Options

This tab is used to create a next year salary simulation and to select the parameters associated with the simulation. The simulation will process for employees that are active in next year.

The Salary Simulation menu option is only available when logged on to a next year pay frequency. Each simulation will have a unique, user-assigned name and may have various salary types included in the simulation.

When the salary calculations are performed, the program will use the original salary amount from the next year salary table, and then apply the percent or amount change as defined in the associated simulation table for that salary to determine the new salary amount for that pay grade and pay step.

Steps that have a zero percent or amount increase are included in the salary calculations at the rate from the original next year salary table amounts.

All active employees included in the associated simulation pay grade and pay step are reported indicating the current pay amount from the current job master for next year versus the new calculated pay amount.

The sort order is pay grade, pay step, employee name, and then employee number.

Only contract and pay amount changes are calculated and reported.

If an employee has an extra duty account type G, the salary is reported; however, the amounts are included in the contract amount for the job with which the extra duty is associated.

If an employee has an extra duty account type S, the salary is reported and included in the employee totals and the totals at the end of the report.

Create a simulation:

Under **Payrolls**, select the appropriate payroll frequency (i.e., **D - Biweekly**, **E - Semimonthly**, or **F - Monthly**). More than one frequency may be selected.

Under **Simulation Options**:

Field	Description
Salary Concept	Click ▼ to select the code to identify the salary table to be utilized. Only one table may be selected for each simulation.
From Contract Begin Date	Click ▼ to select the first date of the contract begin date range.
To Contract Begin Date	Click ▼ to select the last date of the contract begin date range.
Extract ID	Click ▼ to select the code assigned to the length of the contract.

Field	Description
Apply Percent of Day Employed to Salary Amount	Select if an employee has multiple jobs, and the percent of day employed for each job should be included in the simulation. Otherwise, leave blank.

Under **Simulation Phase**:

Simulation Name	Click  to select the name for the simulation, or type a new name directly in the field.
Simulation Descr	Type a description of the current simulation. The field can be a maximum of 30 characters.

The system populates the **User ID** field per user per simulation.

Click **Delete** to delete the current simulation and all associated simulation salary tables. A message displays asking if you would like to delete the current simulation.

- Click **Yes** to delete the simulation and all associated simulation salary tables.
- Click **No** to return to the Simulation Options tab without deleting.

Click **Copy** after entering a new simulation name to copy an existing simulation to this new simulation. The Simulation Name dialog box is displayed.

Select the simulation to copy from the table, and click **OK**. The selected simulation and all associated simulation salary tables will be copied.

Click **Cancel** to return to the Simulation Options tab without copying.

Click **Execute** to begin the simulation process. The salary table dialog box is displayed.

In the **Max Percent Pay Increase** and **Mid Percent Pay Increase** fields, adjust the amounts as needed.

Click **Calculate** to update the totals.

Click **Process** to run the simulation. Otherwise, click **Cancel** to return to the Simulation Options tab.

Any errors encountered during the simulation process are displayed on the Salary Simulation - Error Listing report.

[Review the report.](#)

Review the report using the following buttons:

Click  to go to the first page of the report.

Click  to go back one page.

Click  to go forward one page.

Click  to go to the last page of the report.

The report can be viewed and saved in various file formats.

Click  to save and print the report in PDF format.

Click  to save and print the report in CSV format. (This option is not available for all reports.) When a report is exported to the CSV format, the report headers may not be included.

Click **X** to close the report window. Some reports may have a **Close Report**, **Exit**, or **Cancel** button instead.

Click **Process** to continue to the Salary Simulation - Simulation Listing report. Otherwise, click **Cancel** to return to the Simulation Options tab.

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Click **X** to close the report window. Some reports may have a **Close Report**, **Exit**, or **Cancel** button instead.

Note: The **Execute** button is disabled until at least one salary table is created (i.e., Local Annual, Hourly/Daily, Extra Duty, and/or Midpoint).



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