



## Simulation Options - HRS8200



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# Simulation Options - HRS8200

## ***Payroll > Utilities > Salary Simulation > Simulation Options***

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

The Salary Simulation menu option is only available when logged on to next year's 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's 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 newly 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. You can select more than one frequency.

- **D - Biweekly**
- **E - Semimonthly**
- **F - Monthly**

☐ Under **Simulation Options**:

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

Field	Description
<b>Extract ID</b>	Click ▼ to select the code assigned to the length of the contract.
<b>Apply Percent of Day Employed to Salary Amount</b>	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**:

<b>Simulation Name</b>	Click ▼ to select the name for the simulation, or type a new name directly in the field.
<b>Simulation Descr</b>	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 is displayed 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.](#)

☐ Click **Process** to continue to the Salary Simulation - Simulation Listing report. [Review the report.](#) Otherwise, click **Cancel** to return to the Simulation Options tab.

**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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