



## **HRS9800 - Member Data (MD)**



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# HRS9800 - Member Data (MD)

**Personnel > Reports > TRS Reports > Member Data (MD)**

The report is for your records and should be printed to verify the member data records being submitted to TRS. You can use the report to review the member data for accuracy and to verify that corrections were entered correctly. The report can be printed as often as required before actually creating the TRS member data file for submission.

## Modify a record:

Select a student

The following receiving options selected on the Options > Purchasing Options page in District Administration determine how information is displayed as well as if certain requisition items can be received on this page.

- If **Use Blind Receiving** is selected, order quantities are not shown on this page.
- If **Allow Partial Receiving** is not selected, only complete requisition items can be received.
- If **Allow Receiving Overage** is not selected, only the original item quantity ordered or less can be received.

Field	Description
Campus ID	
Pass/Fail	

Click **Save**.

\*\*NOTE:

## Other functions and features:

[Delete a row.](#)

Click to delete a row. The row is shaded red to indicate that it will be deleted when the record is saved.



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