



First Pay Date Codes - HRS6250

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This tab is used to designate positions to be included in the simulation based on first pay date codes. If no selections exist for the simulation, all codes should be included.

You must be logged on to a next year pay frequency to access this utility.

Set up first pay date codes:

Field	Description
Simulation Name	Type the name of a simulation or click  to select the simulation name from a list.
Simulation Description	Type a description of the current simulation or click  to select the simulation description from a list. The field can be a maximum of 30 characters.

Click **Retrieve**. The simulation is retrieved.

Simulation Name	The simulation name is displayed.
Simulation Description	The description of the current simulation is displayed.

Click **First Pay Dt Cds** to select a fund from the [First Pay Date Codes](#) lookup.



Click **+Add** to add a row.

Utilities > PMIS > Salary Simulation

SessionTimer: 59 min and 50 sec

Save

Simulation Name: 1% ... Simulation Description: 1% INCREASE ...

Simulation Options First Pay Date Codes Fund/Fiscal Year Exclusions Local Annual Hourly/Daily Extra Duty Midpoint Deductions Update Salary Tables Delete Simulations

Simulation Name: 1% Description: 1% INCREASE **Retrieve** **Print** **First Pay Dt Cds**

Delete	First Pay Date Code	Date of Pay
trash	A17	08-23-2019
trash	AAP	08-23-2019
trash	AEC	08-23-2019
trash	AO1	08-23-2019
trash	AO2	08-23-2019
trash	AO3	08-23-2019
trash	APF	08-23-2019
trash	ARG	08-23-2019
trash	J12	07-25-2019
trash	J16	07-25-2019
trash	JCO	07-25-2019
trash	JEP	07-25-2019
trash	JFT	07-25-2019
trash	JMD	07-25-2019
trash	JSU	07-25-2019
trash	S10	09-25-2019
trash	SAI	09-25-2019
trash	SBD	09-25-2019
trash	SF1	09-25-2019

◀ ▶ / 2 + Add

First Pay Date Code Type a unique pay date code. The field can be a maximum of three characters.

Date of Pay This field is display only and indicates the starting pay date.

Click **Save**.

Click **Print** to display the PMIS Simulation First Pay Date Codes report, which is a list of all first pay dates for the selected simulation.

Review the report.



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