



fall_submission_mass_update_utility

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To create records for school year 2023:

The screenshot displays the 'Parameters' section of a web application. It includes various input fields and dropdown menus for configuring a report. Below the parameters, there are two tabs: 'EMPLOYEE' and 'RESPONSIBILITY'. The 'RESPONSIBILITY' tab is active, showing a 'Copy' button and two input fields labeled 'From' and 'To' under the heading 'School Year'. To the right of these fields is an 'Execute' button, which is highlighted by a large black arrow pointing to it from the right.

Parameters

Pay Status: ☐ Active ☐ Inactive ☒ Both

Pay Type:

Job Code:

Accrual Code:

Pay Grade:

Prior Yr Emp Date:

Primary Campus:

Pay Campus:

Contract Begin Date:

Contract End Date:

Contract Months:

Payoff Date:

Frequency:

Salary Concept:

Extract ID:

Employee Nbr:

EMPLOYEE **RESPONSIBILITY**

Copy

From To

School Year

Execute

☐ Enter 2022 in the **From** field and 2023 in the **To** field.

☐ Click **Execute**.



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