Payroll_Simulation- Payroll Correction Run

Purpose

Use this procedure to identify employees who still have payroll redlines, after corrections have been keyed and payroll has been processed by the Department of Enterprise Service in production mode.

Trigger

Perform this procedure to run the Payroll Simulation on only employees who have had updates to their master data keyed into HRMS after a payroll processing day.

Prerequisites

The Department of Enterprise Services has processed the current payroll in production mode and updates to an employee's payroll master data have been entered into HRMS.

End User Roles

In order to perform this transaction you must be assigned the following role:
Payroll Processor
Payroll Analyst
Payroll Supervisor

Change History	
Date	**Change Description**
11/28/2012	Procedure Created

Menu Path

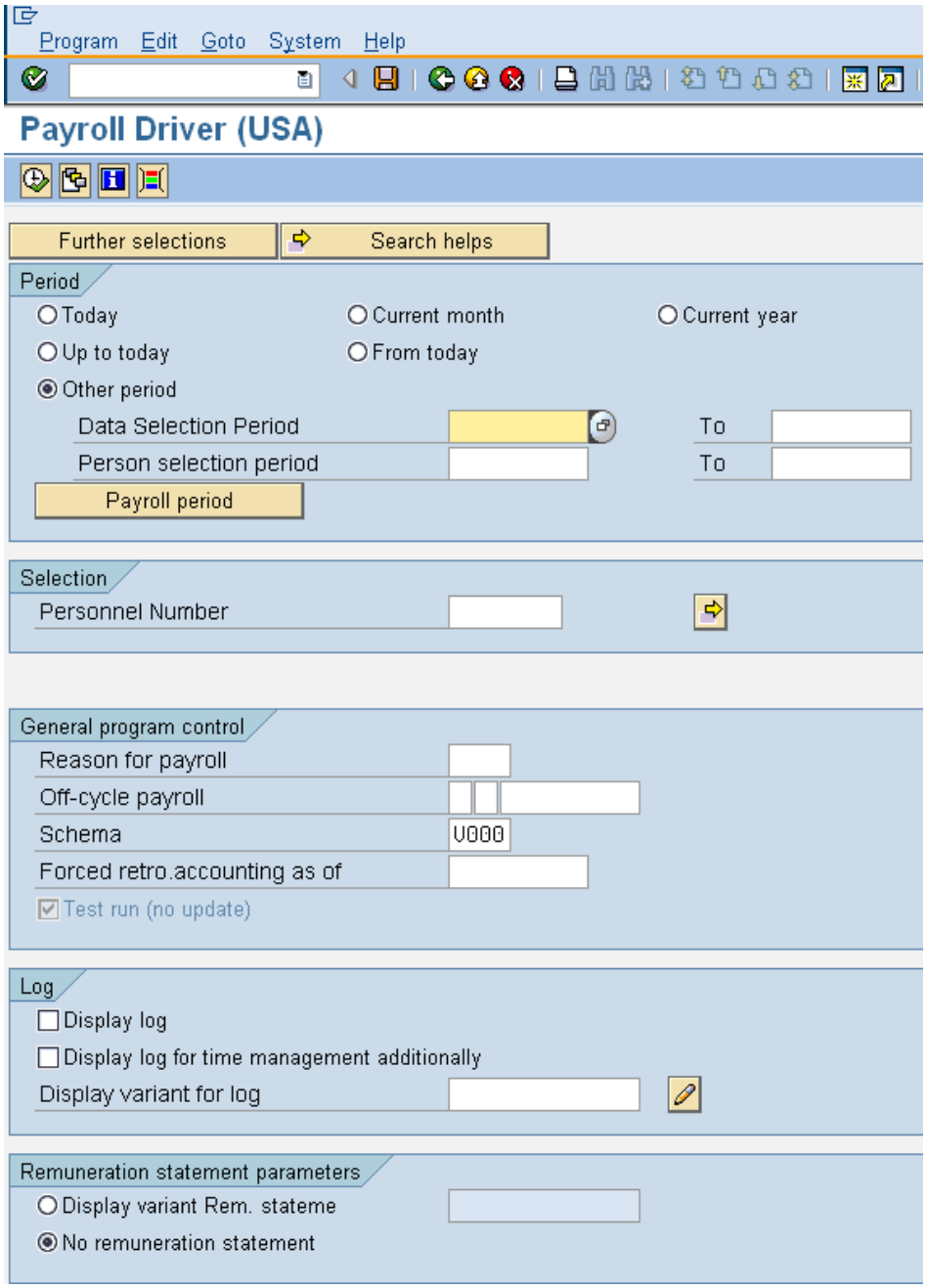
Human Resources → Payroll → Americas → USA → Payroll → PC00_M10_CALC_SIMU

Transaction Code

PC00_M10_CALC_SIMU

Procedure

1. Start the transaction using the above menu path or transaction code **PC00_M10_CALC_SIMU.**



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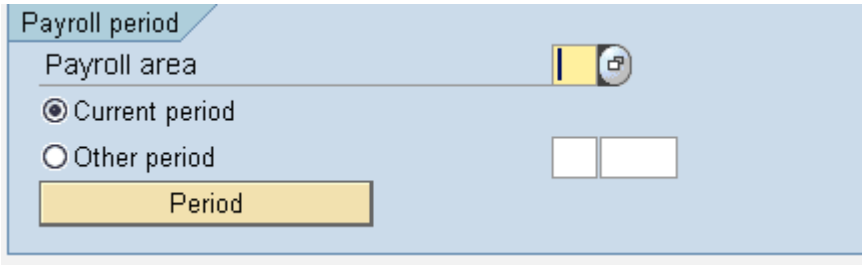
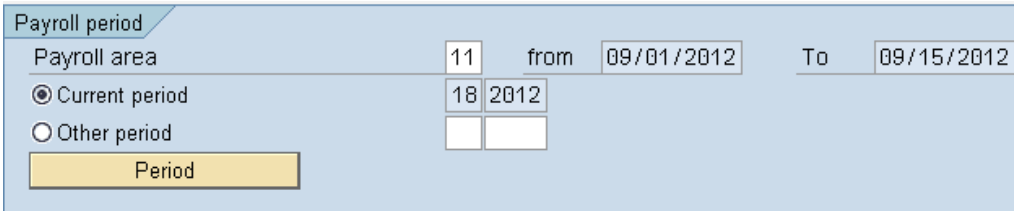
2. Under Period click Payroll period



Complete the following fields:

R=Required Entry O=Optional Entry C=Conditional Entry		
Field Name	R/O/ C	Description
Payroll area	R	Description of the Payroll Area. Payroll Area 11 is the default for the State of Washington. Payroll Area 10 is the default for the Board of Volunteer Firefighters only. **Example:** 11
Current Period	C	To run the payroll simulation for the current payroll period select this radio button (default)
Other Period	C	To view simulation results from a previous payroll period select this radio button and enter the payroll period. **Example:** 01/2012



3. On the ***Application toolbar*** click Search helps and double click **W- Payroll Correction Run**

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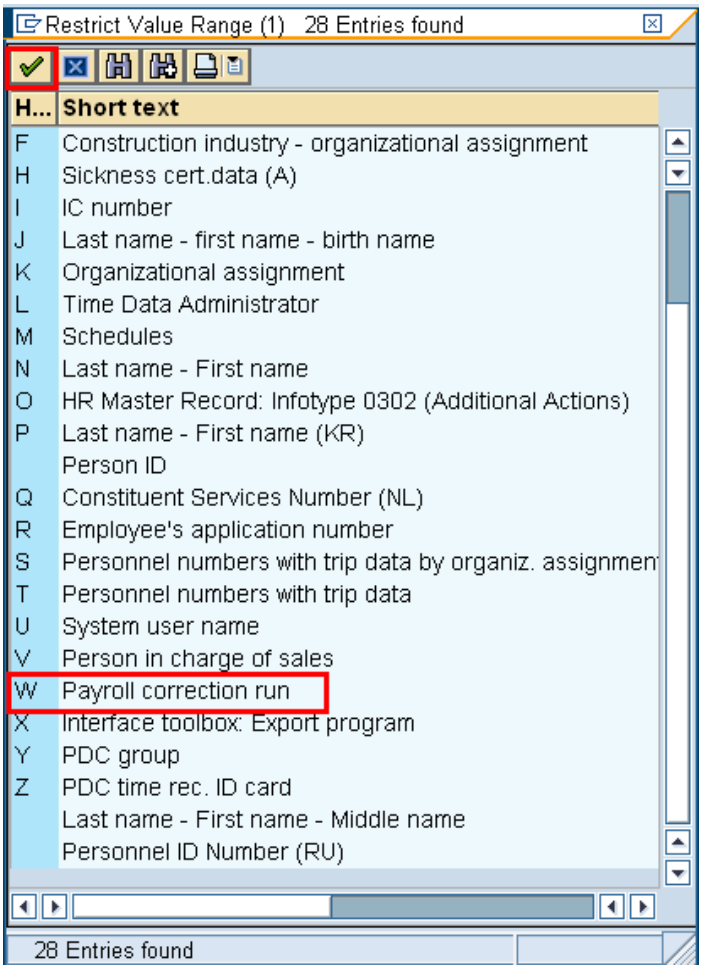
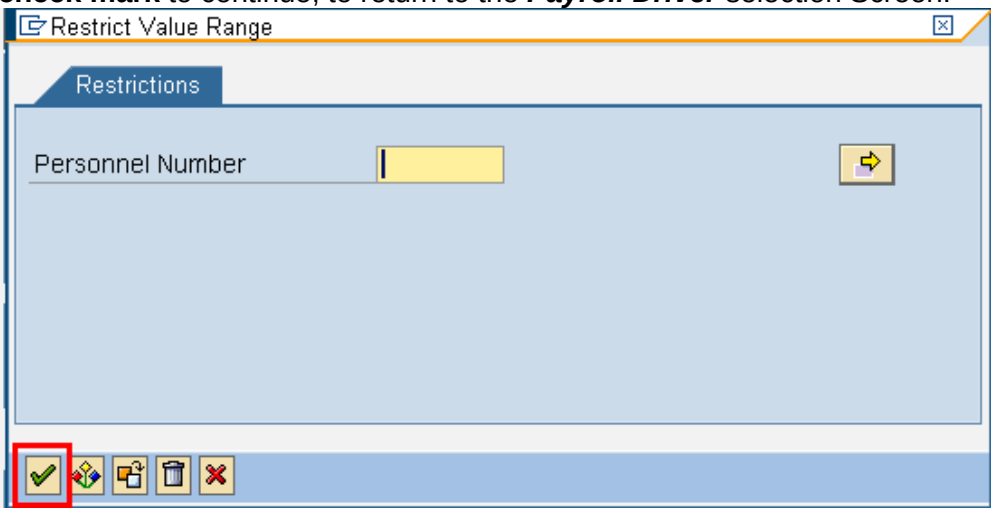


You will receive Restrict *Value Range* pop up screen; click the **green check mark** to continue, to return to the ***Payroll Driver*** selection Screen.



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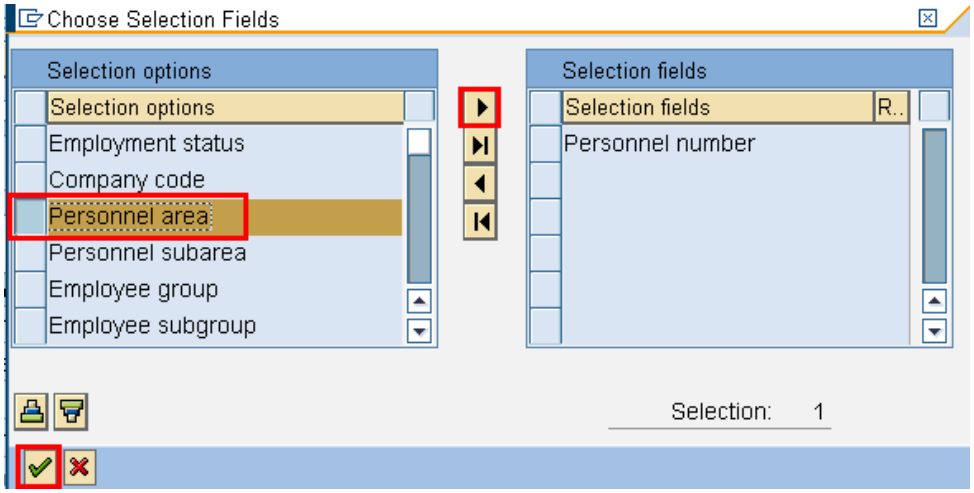
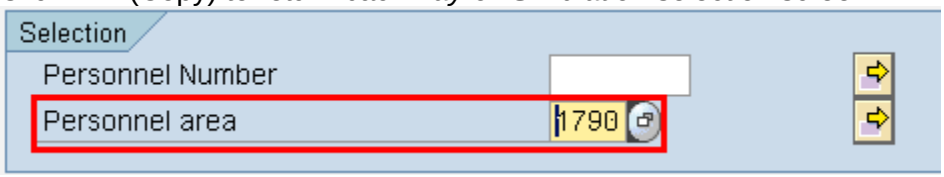
4. Under Selection complete the following:

R=Required Entry O=Optional Entry C=Conditional Entry		
Field Name	R/O/ C	Description
Personnel Number	R	The employee's unique identifier. **Example:** 40000014

4.1 To run the report for your entire agency click Further selections, click the box to the left of ***Personnel Area*** and add to **Selection Fields**



4.2 Click (Copy) to return back *Payroll Simulation* selection screen



4.3 Enter agnecy Personnel area.

5 Under General program control complete the following:

R=Required Entry O=Optional Entry C=Conditional Entry		
Field Name	R/O/ C	Description

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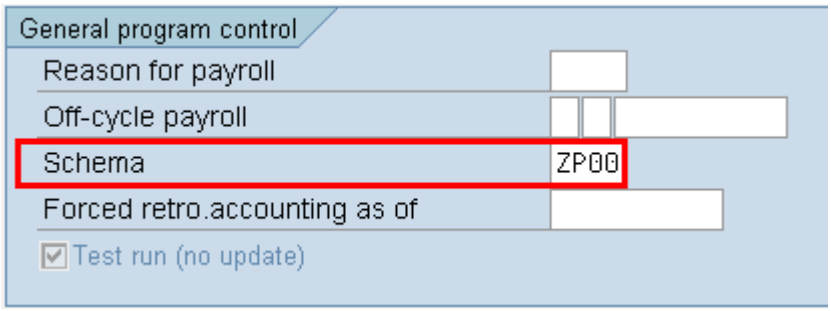
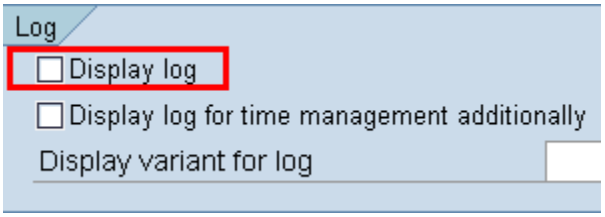
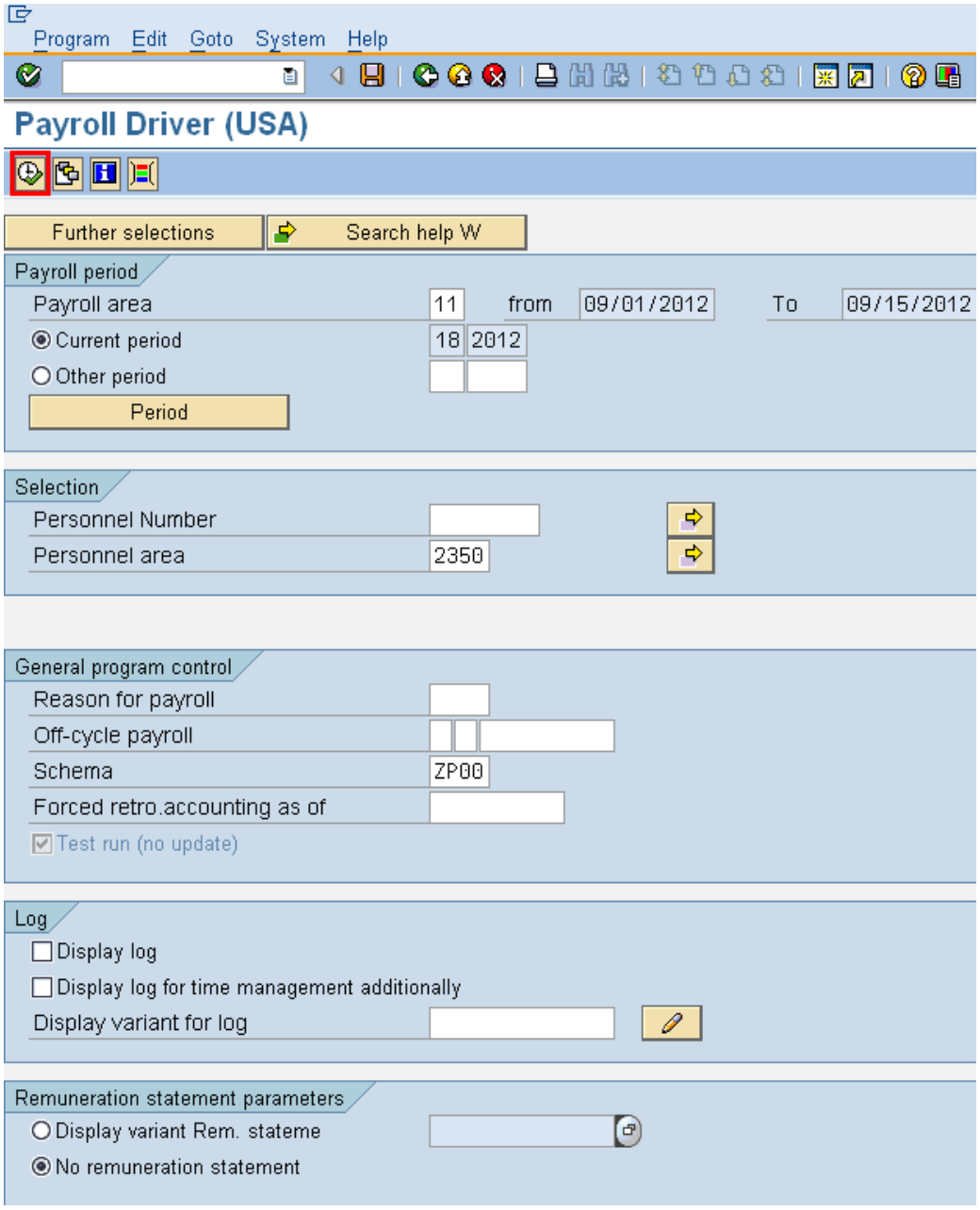
Schema (General program control area)	R	This is a program that stores rules for calculating payroll. **Example:** ZP00



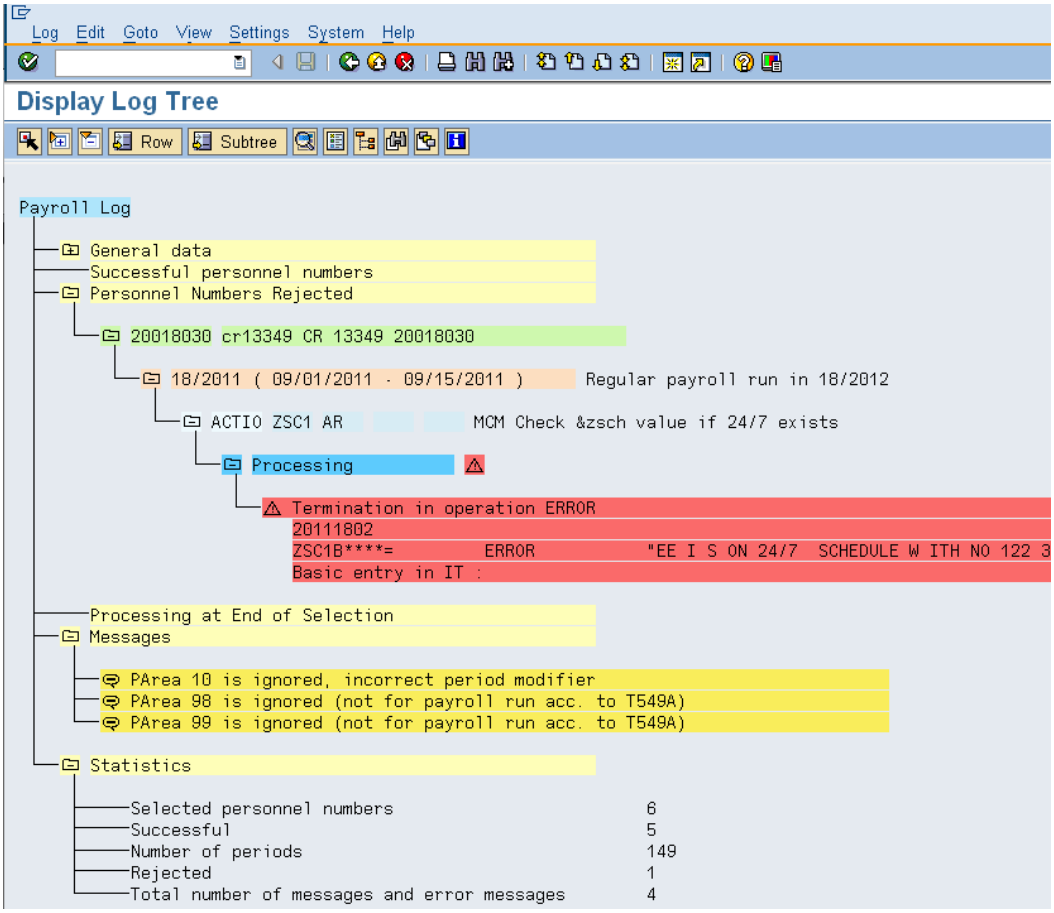
6 Under Log verify that the box to the left of Display log is **not** checked.



7 Click (Execute) to start the simulation.



8 Once the processing is done, only employees with remaining red lines will appear.



Employees with redlines will display. Make the correction(s) to clear the redline, re-run the Payroll Simulation following steps 1- 7 to verify corrections have been made, or identify additional redlines.

Results
You have successfully identified employees within your agency that have redlines, following entries made to their master data.

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