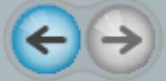


DBUG - Escape Tips

January 22, 2019

Position Control Budget Revisions

- ▶ Auto Create Budget Revisions for Position Control and Assignment Changes
- ▶ Auto Create JE Encumbrances
- ▶ Auto Post OR Review and Post



086 - ABC System - Setup - Organizations

List

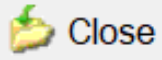
Form



Prev



Next



Close



Cancel

ABC (86)

General Setup

Ledger Setup

Locations

Divisions

Academic Departments

Campuses

JE Approvals

1 - Setup Information

5 - AP

Unified School District

5 - AP 1099 Setup

6 - HR/Payroll Setup

Federal Tax Id	364766953
State Tax Id	8223242-2
Other Federal Tax Id	
State Tax Id (UI)	94205341
State Tax Id (DI)	77600609
Leave Report Cutoff Day	<input type="checkbox"/> 15
Leave Grant Using Primary Assignment	Use All Assignment Leave Groups
Addon Dock in Hours	REGH
Addon Dock in Days	REGD
Addon Payoff in Hours	
Addon Payoff in Days	
Payroll Live Date	
Summer Pay Deduction	Yes
Arrears Pay Schedule 3 and 4	Yes
Post Date Arrears ACH file	
Add JE Budget Revision	Yes
Payroll Encumbrance	Cancel
Position Change Encumbrance	Yes
Timecard Assignment Encumbrance	No
Hourly Emp Encumbrance	No
JE Auto Post	No

Positions

- ▶ Example: Position #316 FTE changed from 1.0 to .50/.50 Funding

The screenshot shows a software interface for managing employment positions. The title bar reads "HR / Payroll - Employment - Positions". Below the title bar are navigation tabs for "Search", "List", and "Form", and a toolbar with icons for "Delete", "Prev", "Next", "Close", "Cancel", "Tasks", and "Tab Favorites". The main content area is titled "Position #316 -" and contains a sub-menu with "Position", "Accounts:15", "Assignments:13", "Detail:2", "Attachments", "Acct Retro:2", and "Notes". Below this are icons for "Open", "New", "Copy", and "Export". The main data is presented in a table with the following columns: "FD-RSRC-Y-GOAL-FUNC-OBJT-SCH-MGMT", "Pct", "Begin", and "End".

FD-RSRC-Y-GOAL-FUNC-OBJT-SCH-MGMT	Pct	Begin	End
01-0000-0-1110-2130-1300-000-0105	50.00	1/1/2019	
01-0890-0-1110-2130-1300-000-0104	50.00	1/1/2019	
01-0000-0-1110-2130-1300-000-0105	100.00	9/1/2018	12/31/2018
01-0000-0-1110-2130-1300-000-0105	85.00	8/1/2018	8/31/2018
01-0890-0-1110-2130-1300-000-0104	15.00	7/1/2014	8/31/2018

Budget Transfers

Finance - Budget - Budget Transfers

Search List Form

Delete Prev Next Close Cancel Tasks

Budget Revision # 181553 - FY 2019 {2018/2019} - Status: Open

Budget Transfer Approvals Attachments Notes History

Transfer Summary

1 - Information

Dept Id

Location

Comment: Payroll Budget Revision for Emp #003295 (Kaufman, Elizabeth)

Batch Id

Source: PosCon

Total Debits: 97,721.76

Total Credits: 97,721.76

Amount Out Of Balance: 0.00

Out of Balance: No

Line Item Count: 24

On Hold: No

Status Comment

Other Information

2 - Posting Information

Transaction Date

Post Date

Posted By

JE Link #

3 - Add/Update Information

Items

New Copy Export Delete Undelete Cancel All Tasks

Ln	FD-RSRC-Y-GOAL-FUNC-OBJT-SCH-MGMT	Change	Trans Type	Comment	Account Description	Account
1	01-0000-0-1110-2130-1300-000-0105	(\$35,731.20)	T	Change to Pos #316(14); Emp #003295 (Kaufman,	Cert Suprvrs',Curriculum	
2	01-0000-0-1110-2130-3101-000-0105	(\$5,707.14)	T	Change to Pos #316(14); Emp #003295 (Kaufman,	Benefits - Strs,Curriculum	
3	01-0000-0-1110-2130-3331-000-0105	(\$468.72)	T	Change to Pos #316(14); Emp #003295 (Kaufman,	Benefits - Medi,Curriculum	
4	01-0000-0-1110-2130-3401-000-0105	(\$5,608.74)	T	Change to Pos #316(14); Emp #003295 (Kaufman,	H & W Benefits,Curriculu	
5	01-0000-0-1110-2130-3501-000-0105	(\$16.20)	T	Change to Pos #316(14); Emp #003295 (Kaufman,	Benefits - Sui,Curriculum	
6	01-0000-0-1110-2130-3601-000-0105	(\$764.22)	T	Change to Pos #316(14); Emp #003295 (Kaufman,	Benefits - Woom,Curriculu	
7	01-0000-0-1110-2130-5211-000-0105	(\$450.00)	T	Change to Pos #316(14); Emp #003295 (Kaufman,	Mileage Stipend,Curriculu	
8	01-0890-0-1110-2130-1300-000-0104	\$35,731.20	T	Change to Pos #316(14); Emp #003295 (Kaufman,	Cert Suprvrs',Curriculum	
9	01-0890-0-1110-2130-3101-000-0104	\$5,707.14	T	Change to Pos #316(14); Emp #003295 (Kaufman,	Benefits - Strs,Curriculum	
10	01-0890-0-1110-2130-3331-000-0104	\$468.72	T	Change to Pos #316(14); Emp #003295 (Kaufman,	Benefits - Medi,Curriculum	
11	01-0890-0-1110-2130-3401-000-0104	\$5,608.74	T	Change to Pos #316(14); Emp #003295 (Kaufman,	H & W Benefits,Curriculu	
12	01-0890-0-1110-2130-3501-000-0104	\$16.14	T	Change to Pos #316(14); Emp #003295 (Kaufman,	Benefits - Sui,Curriculum	
13	01-0890-0-1110-2130-3601-000-0104	\$764.22	T	Change to Pos #316(14); Emp #003295 (Kaufman,	Benefits - Woom,Curriculu	
14	01-0890-0-1110-2130-5211-000-0104	\$450.00	T	Change to Pos #316(14); Emp #003295 (Kaufman,	Mileage Stipend,Curriculu	
15	01-0000-0-1110-2130-3101-000-0105	(\$73.26)	T	Change to "Additional Pay" for Emp #003295 (Kauf	Benefits - Strs,Curriculum	
16	01-0000-0-1110-2130-3331-000-0105	(\$16.26)	T	Change to "Additional Pay" for Emp #003295 (Kauf	Benefits - Medi,Curriculum	
17	01-0000-0-1110-2130-3501-000-0105	(\$0.54)	T	Change to "Additional Pay" for Emp #003295 (Kauf	Benefits - Sui,Curriculum	
18	01-0000-0-1110-2130-3601-000-0105	(\$24.60)	T	Change to "Additional Pay" for Emp #003295 (Kauf	Benefits - Woom,Curriculu	
19	01-0890-0-1110-2130-1300-000-0104	\$73.26	T	Change to "Additional Pay" for Emp #003295 (Kauf	Benefits - Strs,Curriculum	
		\$0.00				

Total Records: 24

Encumbrance Journal Entry

Finance - Fiscal - Journal Entries

Search List Form

Delete Prev Next Close Cancel Tasks

Encumbrance JE # 181554 - FY 2019 {2018/2019} - Status: Open

Journal Entry Approvals Attachments Notes History

Summary Information

1 - Summary

Dept. Id

Location

Academic Department

Comment: Payroll Encumbrance Revision for Emp #003295 (Kaufman, Eliza)

Batch Id

Source: PosCon

Out of Balance: No

On Hold: No

Status Comment

Line Item Count: 22

Status: Open

Total Debits: 48,860.88

Total Credits: 48,860.88

Amount Out Of Balance: 0.00

Reference/Posting Information

2 - Reference Information

Link #: 181554

Requisition #:

Stores Requisition #:

Department Requisition #:

Work Order #:

Vendor Invoice #:

Check #:

Check Register #:

AR Invoice #:

AR Receipt #:

3 - Posting Information

Transaction Date: 1/14/2019

Fiscal Year: 2019 (20)

Post Date:

Posted By:

4 - Add/Update Information

Items

New Copy Export Delete Undelete Cancel All Tasks

Ln	FD-RSRC-Y-GOAL-FUNC-OBJT-SCH-MGMT	Trans Type	Debits	Credits	Comment	Account Description
1	01-0000-0-1110-2130-1300-000-0105	E	\$0.00	\$35,731.20	Change to Pos #316(14); Emp #003295 (Kaufman,	Cert Suprvrs',Curriculum
2	01-0000-0-1110-2130-3101-000-0105	E	\$0.00	\$5,707.14	Change to Pos #316(14); Emp #003295 (Kaufman,	Benefits - Strs,Curriculum
3	01-0000-0-1110-2130-3331-000-0105	E	\$0.00	\$468.72	Change to Pos #316(14); Emp #003295 (Kaufman,	Benefits - Medi,Curriculum
4	01-0000-0-1110-2130-3401-000-0105	E	\$0.00	\$5,608.74	Change to Pos #316(14); Emp #003295 (Kaufman,	H & W Benefits,Curriculu
5	01-0000-0-1110-2130-3501-000-0105	E	\$0.00	\$16.20	Change to Pos #316(14); Emp #003295 (Kaufman,	Benefits - Sui,Curriculum
6	01-0000-0-1110-2130-3601-000-0105	E	\$0.00	\$764.22	Change to Pos #316(14); Emp #003295 (Kaufman,	Benefits - Wloom,Curriculu
7	01-0000-0-1110-2130-5211-000-0105	E	\$0.00	\$450.00	Change to Pos #316(14); Emp #003295 (Kaufman,	Mileage Stipend,Curriculu
8	01-0890-0-1110-2130-1300-000-0104	E	\$35,731.20	\$0.00	Change to Pos #316(14); Emp #003295 (Kaufman,	Cert Suprvrs',Curriculum
9	01-0890-0-1110-2130-3101-000-0104	E	\$5,707.14	\$0.00	Change to Pos #316(14); Emp #003295 (Kaufman,	Benefits - Strs,Curriculum
10	01-0890-0-1110-2130-3331-000-0104	E	\$468.72	\$0.00	Change to Pos #316(14); Emp #003295 (Kaufman,	Benefits - Medi,Curriculum
11	01-0890-0-1110-2130-3401-000-0104	E	\$5,608.74	\$0.00	Change to Pos #316(14); Emp #003295 (Kaufman,	H & W Benefits,Curriculu
12	01-0890-0-1110-2130-3501-000-0104	E	\$16.14	\$0.00	Change to Pos #316(14); Emp #003295 (Kaufman,	Benefits - Sui,Curriculum
13	01-0890-0-1110-2130-3601-000-0104	E	\$764.22	\$0.00	Change to Pos #316(14); Emp #003295 (Kaufman,	Benefits - Wloom,Curriculu
14	01-0890-0-1110-2130-5211-000-0104	E	\$450.00	\$0.00	Change to Pos #316(14); Emp #003295 (Kaufman,	Mileage Stipend,Curriculu
15	01-0000-0-1110-2130-3101-000-0105	E	\$0.00	\$73.26	Change to "Additional Pay" for Emp #003295 (Kauf	Benefits - Strs,Curriculum
16	01-0000-0-1110-2130-3331-000-0105	E	\$0.00	\$16.26	Change to "Additional Pay" for Emp #003295 (Kauf	Benefits - Medi,Curriculum
17	01-0000-0-1110-2130-3501-000-0105	E	\$0.00	\$0.54	Change to "Additional Pay" for Emp #003295 (Kauf	Benefits - Sui,Curriculum
18	01-0000-0-1110-2130-3601-000-0105	E	\$0.00	\$24.60	Change to "Additional Pay" for Emp #003295 (Kauf	Benefits - Wloom,Curriculu
19	01-0890-0-1110-2130-3101-000-0104	E	\$73.26	\$0.00	Change to "Additional Pay" for Emp #003295 (Kauf	Benefits - Strs,Curriculum
			\$48,860.88	\$48,860.88		

Position Account Retro

- ▶ Budget Revisions and Encumbrance JEs would be for current and future changes
- ▶ Position Account Retro needed for changes that are retroactive

The screenshot shows a web application interface. At the top, there is a navigation bar with a back and forward button, a search box containing '086 - ABC', and the page title 'HR / Payroll - Processes - Position Account Retro'. Below the navigation bar is a search bar with a 'Search' label and icons for 'Go', 'Clear', 'New', and 'Favorites'. A search criteria dropdown menu is open, showing the following fields:

Search Criteria - Position Acct Retro	
Fiscal Year	2019 {2018/2019}
Position	
Date Retro From	
Date Retro Thru	

Mark Your Calendars

- ▶ April 12, 2019
- ▶ Position Control Workshop 9:00 am - 12:00 pm
- ▶ Budget Development Workshop 1:00 - 4:00 pm