



HARRIS
School Solutions

QSSUG

Finance/Personnel Committee

Webinar

April 17, 2018

QSS/OASIS

PERS Retro Reporting

Recording and Feedback

Before We Start – Don't Forget

- This webinar is being recorded for later viewing within QCC
- You can provide feedback using the “Give Feedback” link or email hsspsteam@harriscomputer.com

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QSS ControlCenter 39 - QSS DEMONSTRATION DISTRICT QSS/OASIS (0.0.0) | workshops-for-2015-2016&catid=37:worksh

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Favorites

- Print Manager (LSPPOOL)
- Job Menu
- HR Functions
 - HR Code Maintenance
 - HR Code Maintenance #2
 - Employee Maintenance
 - Absence Tracking
 - CA Retirement
 - HR Utilities
 - HR Report / Job Selector
 - Personnel Downloader
 - HR Query
 - Employee Self Service (ESS)
 - VLD Payment Processing
 - W2 / 1099 Processing
 - Payroll Transfers
 - Manual Payroll Encumbering
 - Warrant Management (Cancel)
- Finance Functions
 - Purchase Orders / Requisition
 - Purchasing Master Files
 - Requisition Routing Master Files
 - Account Lookup

Help+Video

- About QSSControlCenter... Shift+F12
- WWW.QSS.COM
- Documentation, Links and Feedback Ctrl+F1
- Record My Screen...
- Show Current Security Settings
- Video: List all available Videos**
- Video: List all available Videos for this program
- Video: QCC Help Plus Video Menu
- Video: QCC Information Portal
- Video: QCC HELP Documentation, Links and Feedback - quick tour
- Video: QCC HELP Documentation, Links and Feedback - Selecting PDF
- Video: QCC HELP Documentation, Links and Feedback - How to select screencast
- Video: QCC About Window
- Video: Logging in to QCC (QSS Control Center)
- Video: Introduction to QCC: Updating QCC - QSSAutoUp and Ctrl-M for manual updates
- Video: Select a Fiscal Year in the Control Center and how it affects the modules.
- Video: QCC File Menu: Customizing the QCC Window
- Video: QCC File Menu: Managing QCC - System Administration
- Video: QCC Favorites and Tree View menu display and the use of Favorites.
- Video: QCC File Menu Options
- Video: ACA Reporting sponsored by QSS
- Video: Job Menu - How to use the Job Menu - IQCC-JM-1-0
- Video: Job Menu - Tree and Grid View Features - IQCC-JM-2-0
- Video: Job Menu - Launching Reports - IQCC-JM-3-0
- Video: QCC Change District Menu
- Doc: List all available Documents/Manuals**
- Doc: List all available Documents/Manuals for this program
- Doc: QCC (QSS Control Center)
- Doc: WEB APP: Employee Self Service Feature Sheet
- Doc: WEB APP: Professional Development Feature Sheet
- Doc: WEB APP: Employee Self Service Getting Started
- Doc: WEB APP: HRSWEB Framework Active Directory How-To

Select Video to View

Video Content - HowTo, QuikTips 39 - QSS DEMONSTRATION DISTRICT QSS/OASIS

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- [-] Documentation - Manuals, Guides, Video
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 - QCC Information Portal
 - QSS Website
 - QCC Module Progress Report
 - Development Change Tracking
- [-] Feedback
 - Report Documentation/Link Problems
 - Submit Feedback to QSS
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 - QSS
 - QSSUG PSFA
 - QSSUG Fin/Personnel
 - Video Content - HowTo, QuikTips**
 - User Security (Usersec) Information

Search Video Description and Keywords

Only show videos for selected program(s)

Which Type of Videos to Include:

HowTo QuikTip ?

Demo Training

BDE: Budget Development
 FIN: AR (Invoicing and Billing Management - RI, RP)
 FIN: Purchase Orders / Requisitions
 FIN: Purchasing Master Files
 FIN: Vendor Lookup and Maintenance
 HR: Absence Tracking
 HR: Employee Maintenance
 QCC: Print Manager
 QCC: Print Manager

Hide Column

Type
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 Program ID
 Security ID

| Type | Video Description | Program Description |
|------------|--------------------------------|-------------------------|
| ▶ Training | ACA Reporting sponsored by QSS | QCC: QSS Control Center |

ACA Reporting sponsored by QSS —
 ACA Reporting sponsored by QSS (hosted on Vimeo)

Give Feedback



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search...

- Main Menu**
- Home
 - News
 - Customer Education
 - QSS Support (Ticket Based)
 - Secure Support
 - Products
 - Related Sites
 - About QSS
 - Search

- User Menu**
- Your Details
 - Submit an Article
 - Submit a Web Link
 - Site Admin
 - Logout

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Consolidated Seminars and Webinars for 2017-2018 (QSSUG and HSS)

General Information

- Click on this link [2017-2018 Workshop Schedule](#) for the seminar and webinar schedule in PDF format.
- Registration fees for [QSSUG-sponsored workshops](#) must be pre-paid in advance by check.
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| | |
|--|--|
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- Contact the QSSUG Committee co-chairs for QSSUG-sponsored events:
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 - Richard Aldover (Santa Clara COE) - Richard_Aldover@sccoe.org

- Purchasing, Stores and Fixed Assets (PSFA) Committee**
- Linda Crawford (Stanislaus COE) - LCrawford@stancoe.org
- Keri Pintches (Orange USD) - KPintches@orangeusd.org

- Questions? Please contact the Harris Professional Services Team at HSSPSTeam@HarrisComputer.com.

| Date and Time (Pacific) | Workshop Title & Announcement Flyer Links | Sponsor, Workshop Type, Location | Presenter / Q/A for Webinars | QSSUG Member or HSS-sponsored Reg. Cost | QSSUG Non-Member Reg. Cost | Status (See Legend Below) |
|--|---|--|------------------------------|---|----------------------------|---------------------------|
| Thursday October 12, 2017 10am-12 Noon | Payroll Overview Download flyer | QSSUG Fin-Per Webinar Give Feedback | Don Hemwall | \$0.00 | \$250.00 | Video Pending |
| Tuesday October 17. | Employee Maintenance | QSSUG Fin-Per Webinar | Don Hemwall | \$0.00 | \$250.00 | Video Pending |

Overview

Webinar Agenda

- Retroactive Payroll Analysis Reporting (PRT200 / PRT300)
- PRT200 vs. PRT300
- Security Options / Settings
- Running PRT200 / PRT300 and Reviewing Results
- Loading Pay Lines with PRT200 / PRT300

Retroactive Payroll Analysis (PRT200 / PRT300)

- A report that can project the costs of applying retroactive pay increases
- Two different percentage increases can be projected
- Selection of employees, accounts, pay lines to process
- Optionally create and load pay lines or csv file for each employee (uses first rate only)
- Uses saved payroll history files
- Can honor payroll transfers

PRT200 vs. PRT300?

- PRT200 supports standard pay lines
- PRT300 supports both standard and enhanced pay lines
- PRT300 has additional pay line grouping features not found in PRT200
- Both PRT200 and PRT300 can load generated pay lines to the database
- Both PRT200 and PRT300 can create a csv file of pay lines to Personnel Downloader

User Security

MTUS (GS54) Pages 4-53 – 4-57

USERSEC Values Used

- PRTSUB – defaults for launch screens PRT200 and PRT300
- PRT030 – Optional grouping of pay lines by field value
- PRT300 – Optional rules for transforming source SDP into target SDP

PRTSUB Usersec Values – 1 of 2

Table 4-27: PRTSUB USERSEC parameters for the PRT200 and PRT300 modules

| COL | CONTROLS | DESCRIPTION |
|---------|--|---|
| 01 | Not used in QCC | For the traditional software only, type Y to allow access to the launch screen. N, blank, or any other value disables access. |
| 02 | For District list | L Disabled (default). The logon district is pre-selected and cannot be changed. Y Enabled. |
| 03 | Source Year box | L Disabled (default). The logon year is pre-selected and cannot be changed. Y Enabled. You can type a fiscal year. |
| 04 | Create Pay Line Option list | VERSION H N Disabled (default). The only choice is Do not Create Pay Lines . Y You can select Create Pay Lines and Load into Database . VERSION L N Disabled (default). The only choice is Do not Create Pay Lines . Y You can select Create Pay Lines and Load into Database and the choices enabled by typing L in this column. F The available choices are Do not Create Pay Lines and Create Pay Line Import SCV with Name 'PRT1lx' in Personnel Downloader , where x is a letter from A through E. |
| 05 - 06 | Default for File Mnemonic check box | (blank). The process uses payroll history files that begin with the letters PA. Most sites use this option. xx If your site uses a different mnemonic, replace the xx with that mnemonic. |
| 07 | Default for Include Terminated Employees check box | Y Selected (default). N Cleared. |
| 08 | Default for Include Start/End Dates check box | N Cleared (default). Y Selected. |
| 09 | Default for Include Cancelled Warrants check box | N Cleared (default). Y Selected. |
| 10 | Default for Include Payroll Transfers check box | N Cleared (default). Y Selected. |

PRTSUB Usersec Values – 2 of 2

Table 4-27: PRTSUB USERSEC parameters for the PRT200 and PRT300 modules - continued

| COL | CONTROLS | DESCRIPTION |
|---------|-------------------------------|---|
| 11 | Date format for history files | <p>0 MMDDYY (default). This convention allows one payroll per day. For example, the payroll run on April 15, 2012 is PA041512.</p> <p>1 Julian date. This convention allows multiple payrolls on the same day. The format is PAAyyddd, where yy is the last 2 digits of the calendar year, ddd is a Julian day, and s is a sequence number of 0 - 9 or A - Z.</p> |
| 12 | Not used for QCC | In QCC, the PRT200 or PRT300 user security controls the report that is created. For the traditional software, type 1 to use PRT300. For PRT200, leave blank or type 0. |
| 13 - 60 | Not used | Leave blank |

PRT300 Usersec Values – 1 of 2

Table 4-29: PRT300 USERSEC parameters for the PRT300 module

| COL | CONTROLS | DESCRIPTION |
|---------|------------------------|---|
| 01 | Replacement rule | I Insert (default). R Replace. N No change. |
| 02 - 07 | Replacement characters | Replacement or insertion characters to transform an SDP for regular tax rates into one for supplemental tax rates. The system uses a default of a ? followed by 5 spaces. |
| 08 - 13 | Match characters | Match characters to determine whether to transform the SDP. If all 6 characters are question marks, all SDPs are transformed when the SDP does not have the same leading character as the replacement character. The default is 5 question marks. |
| 14 - 60 | Not used | Leave blank |

PRT300 Usersec Values – 2 of 2

Insertion Rule Example One (Default)

Replacement rule: I
 Replacement character: %
 Match characters: ??????

The system uses this replacement rule if you do not define the PRT300 user security. All SDPs that do not start with a % will have that character inserted. For example, TSM becomes %TSM.

This transformation will not create an SDP that exceeds the maximum length of 6 characters. If an SDP is already 6 characters long, the system does not transform it and displays a warning to identify such cases.

Insertion Rule Example Two

Replacement rule: I
 Replacement character: %
 Match character: T

The only SDPs that get transformed are those that start with a T. Thus, TFP becomes %TFP, but NFP, LFP, and ZFP are unchanged.

Replacement Rule Example One

Replacement rule: R
 Replacement character: %
 Match characters: ?????

Any SDP that does not start with the replacement character of % has the first character replaced. For example, TSM becomes %SM. However, %XC is unchanged.

Replacement Rule Example Two

Replacement rule: R
 Replacement character: %
 Match character: T

SDPs that begin with the letter T have the first character changed to %. For example, TFP becomes %FP, but NFP, DFP, and OFP are unchanged.

PRT030 Usersec Values

Table 4-28: PRT030 USERSEC parameters for the PRT300 module

| COL | CONTROLS | DESCRIPTION | |
|---------|---------------|---|--------------|
| 01 - 02 | First code | Do either of the following: | |
| 03 - 04 | Second code | | |
| 05 - 06 | Third code | • Leave blank to create a single Pay Line per employee. | |
| 07 - 08 | Fourth code | | |
| 09 - 10 | Fifth code | • Type up to 12 codes to build separate Pay Lines for one or more of the following codes. | |
| 11 - 12 | Sixth code | | |
| 13 - 14 | Seventh code | The 2-character codes that you can use are listed below this table. You can type them in any order. | |
| 15 - 16 | Eighth code | | |
| 17 - 18 | Ninth code | | |
| 19 - 20 | Tenth code | | |
| 21 - 22 | Eleventh code | | |
| 23 - 24 | Twelfth code | | |
| 25 - 60 | Not used | | Leave blank. |

Codes for both Standard and Enhanced Payroll:

- ◆ AC for Retirement System Account Code
- ◆ CC for Retirement System Contribution Code
- ◆ PC for Retirement System Pay Codes
- ◆ PO for position number
- ◆ PS for Pay Schedule
- ◆ PT for Pay Type
- ◆ RB for Ret Base
- ◆ SD for Statutory Deduction Profile

Codes for Enhanced Payroll only:

- ◆ BU for Bargaining Unit
- ◆ FT for FTE
- ◆ JC for Job Code
- ◆ PL for Placement
- ◆ SS for Salary Schedule
- ◆ WC for Work Calendar
- ◆ WL for Work Location

PRT200 Screens

PRT200 Launch – Screen #1

Request Retroactive Payroll Analysis Report (PRT200)

File Options

Report Selections | SSN/Account Selections | File Selections | Payroll Selections

For District: 39 - The Train USD

Source Year: 08

Position Number Range: 000000 - 999999

Include Terminated Employees: Include Start/End Dates:

Include Cancelled Warrants: Include Payroll Transfers:

Bargaining Unit:

Employee Type:

Pay Code:

Pay Type:

Pay Schedules:

Sta Ded Profiles:

PRT200 Launch – Screen #2


Request Retroactive Payroll Analysis Report (PRT200)

File Options

Report Selections | SSN/Account Selections | File Selections | Payroll Selections

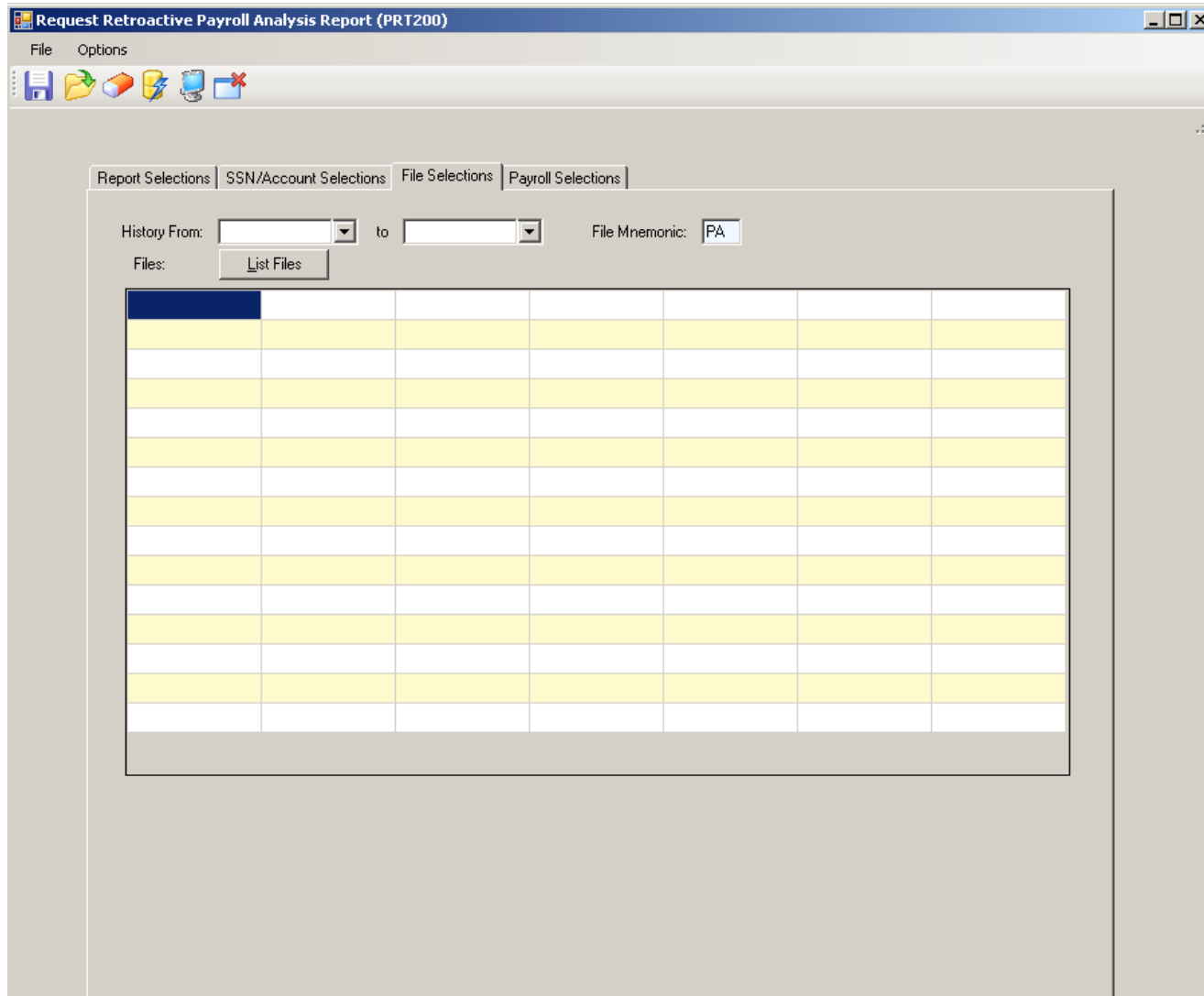
CC=SCCC
 F3=FND3
 FN=FUNC
 GO=GOAL
 MT=MCT
 OB=OBJT
 RS=RESC
 SB=SO
 SI=SITE
 YY=PRYR

| | Fnd | Resc | Y | Objt | SO | Goal | Func | CstCtr | Ste | Mngr |
|---|-----|------|----|------|-----|------|-------|--------|-----|------|
| ▶ | ??? | ???? | -? | ???? | -?? | ???? | -???? | ???? | ??? | ???? |
| | ??? | ???? | -? | ???? | -?? | ???? | -???? | ???? | ??? | ???? |
| | ??? | ???? | -? | ???? | -?? | ???? | -???? | ???? | ??? | ???? |
| | ??? | ???? | -? | ???? | -?? | ???? | -???? | ???? | ??? | ???? |
| | ??? | ???? | -? | ???? | -?? | ???? | -???? | ???? | ??? | ???? |
| | ??? | ???? | -? | ???? | -?? | ???? | -???? | ???? | ??? | ???? |
| | ??? | ???? | -? | ???? | -?? | ???? | -???? | ???? | ??? | ???? |
| | ??? | ???? | -? | ???? | -?? | ???? | -???? | ???? | ??? | ???? |
| | ??? | ???? | -? | ???? | -?? | ???? | -???? | ???? | ??? | ???? |
| | ??? | ???? | -? | ???? | -?? | ???? | -???? | ???? | ??? | ???? |
| | ??? | ???? | -? | ???? | -?? | ???? | -???? | ???? | ??? | ???? |

Field/Range  Select Fields

| | | | | | | | | | | | | |
|----------------------|----------------------|---|----------------------|----------------------|----------------------|---|----------------------|----------------------|----------------------|----------------------|---|----------------------|
| <input type="text"/> | <input type="text"/> | / | <input type="text"/> | <input type="text"/> | <input type="text"/> | / | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | / | <input type="text"/> |
| <input type="text"/> | <input type="text"/> | / | <input type="text"/> | <input type="text"/> | <input type="text"/> | / | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | / | <input type="text"/> |
| <input type="text"/> | <input type="text"/> | / | <input type="text"/> | <input type="text"/> | <input type="text"/> | / | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | / | <input type="text"/> |
| <input type="text"/> | <input type="text"/> | / | <input type="text"/> | <input type="text"/> | <input type="text"/> | / | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | / | <input type="text"/> |

PRT200 Launch – Screen #3



PRT200 Launch – Screen #4

Request Retroactive Payroll Analysis Report (PRT200)

File Options

Report Selections SSN/Account Selections File Selections Payroll Selections

Report Title:

Retro Percent 1: Sign:
Retro Percent 2: Sign:

Include Employee Totals: Page Break on Employee:

Create Pay Line Option: (Will use Retro Percent 1)

Target Year: Pay Type:

Pay Schedule: Stat Ded Profile for PERS:

Starting Payroll Number: Ending Payroll Number:

PRT200 Launch – Screen #4

Request Retroactive Payroll Analysis Report (PRT200)

File Options

Report Selections SSN/Account Selections File Selections Payroll Selections

Report Title:

Retro Percent 1: Sign:
 Retro Percent 2: Sign:

Include Employee Totals: Page Break on Employee:

Create Pay Line Option: (Will use Retro Percent 1)

Target Year:

Pay Schedule:

Starting Payroll Number:

Do not Create Pay Lines
 Create Pay Lines and Load into Database
 Create Pay Line Import CSV with Name 'PRT21A' in Personnel Downloader
 Create Pay Line Import CSV with Name 'PRT21B' in Personnel Downloader
 Create Pay Line Import CSV with Name 'PRT21C' in Personnel Downloader
 Create Pay Line Import CSV with Name 'PRT21D' in Personnel Downloader
 Create Pay Line Import CSV with Name 'PRT21E' in Personnel Downloader

PRT300 Screens

PRT300 Launch – Screen #1

Request Retroactive Payroll Analysis Report (PRT300)

File Options

Report Selections SSN/Account Selections File Selections Payroll Selections Security

For District: 39 - The Train USD

Source Year: 08

Position Number Range: 000000 - 999999

Include Terminated Employees: Include Start/End Dates:

Include Cancelled Warrants: Include Payroll Transfers:

Bargaining Unit:

Employee Type:

Pay Code:

Pay Type:

Pay Schedules:

Sta Ded Profiles:

Ret System:

Salary Schedule:

Control Group:

PRT300 Launch – Screen #2

Request Retroactive Payroll Analysis Report (PRT300)

File Options

Report Selections SSN/Account Selections File Selections Payroll Selections Security

CC=SCCC
 F3=FND3
 FN=FUNC
 GO=GOAL
 MT=MGT
 OB=OBJT
 RS=RESC
 SB=SO
 SI=SITE
 YY=PRYR

| | End | Resc | Y | Objt | SO | Goal | Func | CstCtr | Ste | Mngr |
|---|-----|------|----|------|-----|------|-------|--------|-----|------|
| ▶ | ??? | ???? | -? | ???? | -?? | ???? | -???? | ???? | ??? | ??? |
| | ??? | ???? | -? | ???? | -?? | ???? | -???? | ???? | ??? | ??? |
| | ??? | ???? | -? | ???? | -?? | ???? | -???? | ???? | ??? | ??? |
| | ??? | ???? | -? | ???? | -?? | ???? | -???? | ???? | ??? | ??? |
| | ??? | ???? | -? | ???? | -?? | ???? | -???? | ???? | ??? | ??? |
| | ??? | ???? | -? | ???? | -?? | ???? | -???? | ???? | ??? | ??? |
| | ??? | ???? | -? | ???? | -?? | ???? | -???? | ???? | ??? | ??? |
| | ??? | ???? | -? | ???? | -?? | ???? | -???? | ???? | ??? | ??? |
| | ??? | ???? | -? | ???? | -?? | ???? | -???? | ???? | ??? | ??? |
| | ??? | ???? | -? | ???? | -?? | ???? | -???? | ???? | ??? | ??? |

Field/Range Select Fields

/
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 /

PRT300 Launch – Screen #3

Request Retroactive Payroll Analysis Report (PRT300)

File Options

Report Selections SSN/Account Selections **File Selections** Payroll Selections Security

History From: [] to [] File Mnemonic: []

Files: [List Files]

PRT300 Launch – Screen #4

Request Retroactive Payroll Analysis Report (PRT300)

File Options

Report Selections SSN/Account Selections File Selections Payroll Selections Security

Report Title:

Retro Percent 1: Sign:
Retro Percent 2: Sign:

Include Employee Totals: Page Break on Employee:

Create Pay Line Option: (Will use Retro Percent 1)

Target Year: Pay Type:

Pay Schedule: Stat Ded Profile for PERS:

Starting Payroll Number: Ending Payroll Number:

PRT300 Launch – Screen #4

Request Retroactive Payroll Analysis Report (PRT300)

File Options

Report Selections SSN/Account Selections File Selections Payroll Selections Security

Report Title:

Retro Percent 1: Sign: Retro Percent 2: Sign:

Include Employee Totals: Page Break on Employee:

Create Pay Line Option: (Will use Retro Percent 1)

Target Year:

Pay Schedule:

Starting Payroll Number:

PRT300 Launch – Screen #5

Request Retroactive Payroll Analysis Report (PRT300)

File Options

Report Selections SSN/Account Selections File Selections Payroll Selections Security

Usersec Values

PRTSUB ^YYY^

PRT030

PRT300

PRT030 Values

| | |
|----------------------|-------------------------|
| BU - Bargaining unit | RB - Ret Base |
| JC - Job code | RC - Ret Codes (AC-P-C) |
| FT - FTE | AC - AC of Ret Codes |
| PL - Placement | PC - P Ret Codes |
| SS - Salary Schedule | CC - C of Ret Codes |
| PO - Position Number | SD - Stat Ded Profile |
| PS - Pay Schedule | WC - Work Calendar |
| PT - Pay Type | WL - Work Location |

Note: PO, PS, PT, RB, RC, AC, PC, CC, SD can be used for STD and ENH paylines.
BU, JC, FT, PL, SS, WC, WL are only used in ENH paylines.

Security parameters passed to job

PRT030

PRT300

Sample Report

Sample Page-0

001 QSS Test Unified SD
QSS Sample

RETROACTIVE PAYROLL ANALYSIS REPORT

J99001 PRT200 L.00.02 10/14/15 PAGE 0

| Account classifications selected | | | | | | Field ranges selected | | | |
|----------------------------------|------|------|------|------|------|-----------------------|------|-----|-------|
| Ed | Resc | Y | Goal | Func | Objt | Loc | CCTR | FI | RANGE |
| 1. | ?? | ???? | -? | ???? | ???? | -2 | ??? | ??? | ??? |
| 2. | - | - | - | - | - | - | - | - | - |
| 3. | - | - | - | - | - | - | - | - | - |
| 4. | - | - | - | - | - | - | - | - | - |
| 5. | - | - | - | - | - | - | - | - | - |
| 6. | - | - | - | - | - | - | - | - | - |
| 7. | - | - | - | - | - | - | - | - | - |
| 8. | - | - | - | - | - | - | - | - | - |
| 9. | - | - | - | - | - | - | - | - | - |
| 10. | - | - | - | - | - | - | - | - | - |

DI: 78 FY: 15 LOW POS: 000000 HIGH POS: 999999 TERM EMPS: Y CAN WARRS: N START/END: Y PAY XFERS: Y

BU:

ET:

PC:

PT:

PS:

SD:

SSN:

RATE-1: 02.00 * RATE-2: 01.00 * EMPLOYEE P&Y-LINE ACCOUNT SUMMARY: Y PAGE BREAK ON EMPLOYEE: N BUILD PAY/ACCT LINES: N

THESE HISTORY FILES PROCESSED:

| NAME | RUN | PAID | END | COUNT | NAME | RUN | PAID | END | COUNT | NAME | RUN | PAID | END | COUNT |
|------|----------|----------|----------|-------|------|----------|----------|----------|-------|------|----------|----------|----------|-------|
| EOM | 07/28/15 | 07/31/15 | 07/31/15 | 1029 | EOM | 08/26/15 | 08/31/15 | 08/31/15 | 2613 | EOM | 09/25/15 | 09/30/15 | 09/30/15 | 3125 |

Sample Report – One Employee

001 QSS Test Unified SD
QSS Sample

RETROACTIVE PAYROLL ANALYSIS REPORT

J99001 PRT200 L.00.02 10/14/15 PAGE 1

| REFERENCE | NAME | BU | ET | CGRP | PLOC | PC | RS | WARRANT | PAY-DATE | START-DATE | END-DATE | RATE-1: 02.00 * | RATE-2: 01.00 * | | |
|-----------|----------------|--------|--------|--------------|----------|-----------------------------------|----------|------------|------------|------------|-----------|-----------------|-----------------|-------------|-------------|
| SQ | POS-NO | PTYP | PAYSCD | SDPROF | S | RET-CODE | WSCD | RATE R | UNITS | TS | EXT-GROSS | ADJUST | ADJ-GROSS | RET-BASE | |
| | | | | UNITS | Fd | Resc | Y | Goal | Func | Objt | Loc | CCTR | ACCT-GROSS | RETRO-1 AMT | RETRO-2 AMT |
| 910482 | GODZILLA PETER | 04 | EM | 0054 | 01 | 02 | 99503971 | 07/31/2015 | | | | | | | |
| RB PC | 08 000000 SUM | MSUPLD | TFMP | 1 | 08-04-01 | | | 19.68 | H | 4.76 | U | 93.68 | 0.00 | 93.68 | 19.68 |
| | | | | 4.76 | H | 01-6500-0-5750-1130-2114-365-1000 | | | | | | 93.68 | | 1.87 | .94 |
| | GODZILLA PETER | 04 | EM | 0054 | 01 | 02 | 99505921 | 08/31/2015 | | | | | | | |
| PC | 05 032761 NML | M11D | TFMP | 1 | 08-04-01 | | | 380.33 | L | 1.00 | P | 380.33 | 0.00 | 380.33 | 20.66 |
| | | | | 100.00 | * | 01-6500-0-5750-1130-2111-054-1000 | | | | | | 380.33 | | 7.61 | 3.80 |
| | GODZILLA PETER | 04 | EM | 0054 | 01 | 02 | 99505921 | 08/31/2015 | | | | | | | |
| PC | 03 032305 NML | M11D | TFMP | 1 | 08-04-01 | | | 2,205.17 | L | 1.00 | P | 2,205.17 | 0.00 | 2,205.17 | 20.66 |
| | | | | 100.00 | * | 01-6500-0-5750-1110-2111-054-1000 | | | | | | 2,205.17 | | 44.10 | 22.05 |
| | GODZILLA PETER | 04 | EM | 0054 | 01 | 02 | 99509648 | 09/30/2015 | | | | | | | |
| PC | 03 032305 NML | M11D | TFMP | 1 | 08-04-01 | | | 2,205.17 | L | 1.00 | P | 2,205.17 | 0.00 | 2,205.17 | 20.66 |
| | | | | 100.00 | * | 01-6500-0-5750-1110-2111-054-1000 | | | | | | 2,205.17 | | 44.10 | 22.05 |
| | GODZILLA PETER | 04 | EM | 0054 | 01 | 02 | 99509648 | 09/30/2015 | | | | | | | |
| PC | 05 032761 NML | M11D | TFMP | 1 | 08-04-01 | | | 380.33 | L | 1.00 | P | 380.33 | 0.00 | 380.33 | 20.66 |
| | | | | 100.00 | * | 01-6500-0-5750-1130-2111-054-1000 | | | | | | 380.33 | | 7.61 | 3.80 |
| | GODZILLA PETER | 04 | EM | 0054 | 01 | 02 | 99509648 | 09/30/2015 | | | | | | | |
| RB PC | 13 000000 EXP | MSUPLD | TFMP | 1 | 08-04-01 | | | 20.66 | H | 0.50 | U | 10.33 | 0.00 | 10.33 | 20.66 |
| | | | | 0.50 | H | 01-6500-0-5750-1110-2114-365-2000 | | | | | | 10.33 | | .21 | .10 |
| | GODZILLA PETER | 04 | EM | 0054 | 01 | 02 | 99509648 | 09/30/2015 | 08/01/2015 | 08/31/2015 | | | | | |
| RB PC CC | 12 000000 EXP | MSUPLD | TFMP | 1 | 08-04-03 | | | 20.66 | H | 2.25 | U | 46.49 | 0.00 | 46.49 | 20.66 |
| | | | | 0.75 | H | 01-6500-0-5750-1110-2111-054-1000 | | | | | | 15.50 | | .31 | .16 |
| | | | | 1.50 | H | 01-6500-0-5750-1110-2114-365-2000 | | | | | | 30.99 | | .62 | .31 |
| | | | | | | | | | | | | 46.49 | | .93 | .47 |
| | | | | P/LINE TOTAL | | | | | | | | | | | |
| | | | | | | | | | | | | 93.68 | | 1.87 | .94 |
| | | | | | | | | | | | | 760.66 | | 15.22 | 7.60 |
| | | | | | | | | | | | | 4,425.84 | | 88.51 | 44.26 |
| | | | | | | | | | | | | 41.32 | | .83 | .41 |
| | | | | GRAND TOTAL | | | | | | | | | | | |
| | | | | | | | | | | | | 5,321.50 | | 106.43 | 53.21 |

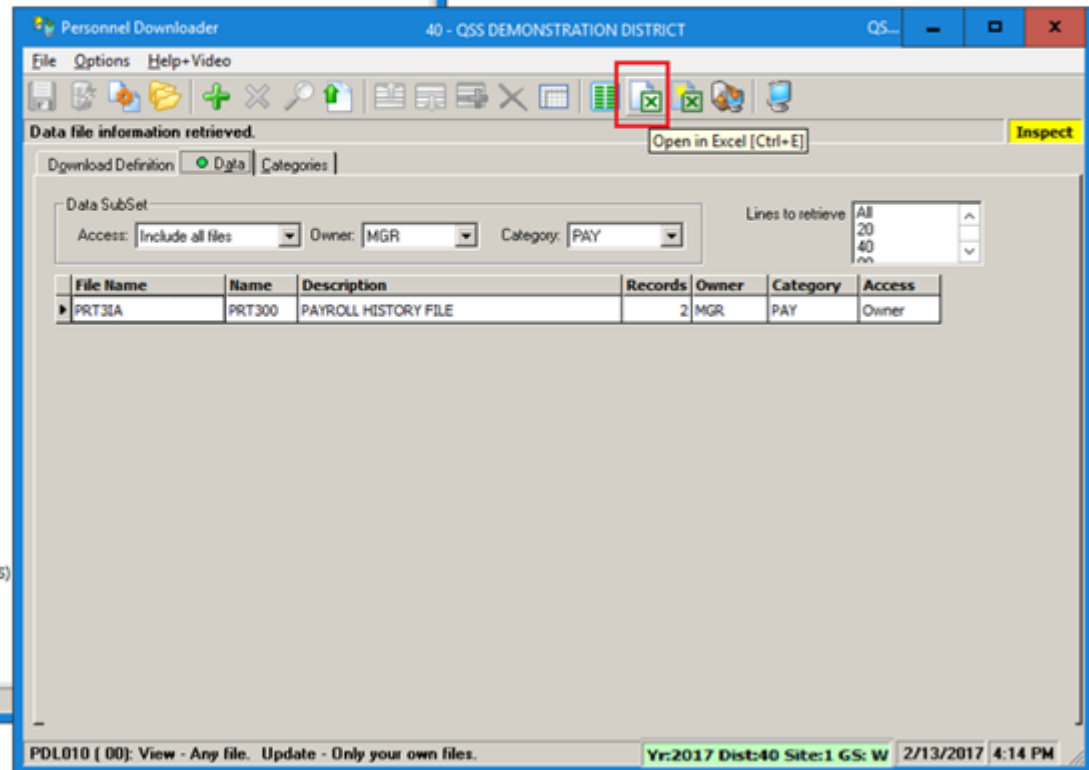
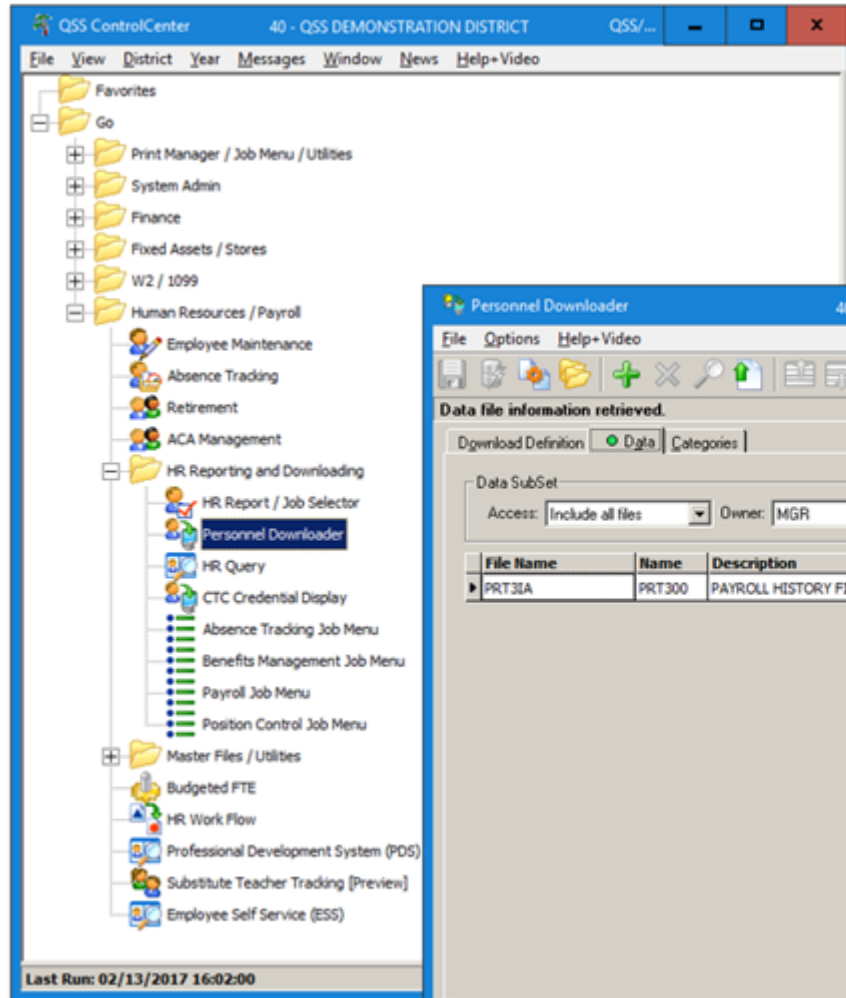
CSV File

CSV File Creation

040 QSS DEMONSTRATION DISTRICT LOAD PAYLINE RECORDS INTO CSV FILE J63297 FRI910 L.00.00 02/13/17 PAGE 1
 QSSUG SAMPLE

| Employee ID Name | Rate | Units | T | U | Type | -Ded | Beg/End | Ret Base | AC-PC-CC | Sched | SUI | Start Date | End Date |
|------------------|--------|-------|----|---|------|------|--------------------------------------|----------|----------|-------|-----|------------|----------|
| ##### | 836.40 | 1.00 | LZ | P | RET | | TUEMPU 0 0 | 8,244.52 | 00-01-05 | EOM12 | 1 | 07/01/16 | 09/30/16 |
| | 50.00 | | | | | | 01-0000-0-2400-800-8600-7700-070-000 | | | | | | |
| | 50.00 | | | | | | 01-0000-0-2400-800-0000-7700-070-000 | | | | | | |

CSV File Creation



CSV File Creation / Use

ExcelData0.7206385.csv - Microsoft Excel

Home Insert Page Layout Formulas Data Review View

Clipboard Font Alignment Number Styles Cells Editing

| | A | B | C | D | E | F | G | H | I | J | K | L | M | N | O | P | Q | R | S | T |
|---|----------|----------|--------|-------|-----------|-------|----------|----------|------------|-----------|----------|----|----|----|-----------|-----|------------|-----------|----------|--------------------------------------|
| 1 | | | | | | | | | | | | | | | | | | | | |
| 2 | Employee | Employee | Rate | Units | Rate Type | Split | Pay Type | Stat-Ded | Start Payr | End Payro | Ret Base | AC | PC | CC | Pay Sched | SUI | Start Date | End Date | Amount 1 | Account Class 1 |
| 3 | XXXXXX | X##### | 836.40 | 1 LZ | P | RET | TUBMPU | | | | 8244.52 | 0 | 1 | 5 | EOM12 | 1 | 7/1/2016 | 9/30/2016 | 50 | 01-0000-0-2400-800-8600-7700-070-000 |
| 4 | | | | | | | | | | | | | | | | | | | | |
| 5 | | | | | | | | | | | | | | | | | | | | |

Payline Data Import 40 - QSS DEMONSTRATION DISTRICT QSS/OASIS

File Options Help

Save Save and Close Close Verify Data Import Data ACA Class Deductions Payline

| Status | Employee ID | Rate | Units | Rate Type | Split | Pay Type | Stat-D |
|--------|-------------|------|-------|-----------|-------|----------|--------|
| | | | | | | | |

Yr:2017 Dist:40 Site:1 GS: W 2/13/2017 4:29:06 PM

CSV File Creation / Use

Pay Lines 40 - QSS DEMONSTRATION DISTRICT QSS/OASIS

File Options Navigation Window

Reset Recalculate Switch to: -

XXXXXXXX XXXXX X ###-##-#### ChangeMode (*LOCK/OV*)

Show SSN MGR-02/13/2017-16:32:43

FY: 17 New... Go... History W:0 E:0 Ret Sys: 02/00

1/1 - NML 2/2 - LONG 3/4 - CLAS 4/3 - SICK 5/5 - RET

| D | Rate | Units | RT | S | Ex-Gross | Pay Type | St-Ded | SP | EP | Ret. Base | AC | P | C | WSC | PSCT |
|--------------|--------|-------|----|---|----------|----------|--------|----|----|-----------|----|---|---|-----|------|
| | 836.40 | 1.00 | LZ | P | 836.40 | RET | TUBMPO | | | 6,244.52 | 00 | 1 | 5 | | |
| Adjustment > | 0.00 | 0.00 | | | 0.00 | RET | | | | 0.00 | 00 | 1 | 5 | | |

| Name | Pay Schd | HR/DAY | S | B | Start | End | User | Annual Contract | ACA Hours | Days Worked | FTD Paid |
|-----------|----------|--------|---|---|------------|------------|------|-----------------|-----------|-------------|----------|
| *LOCK/OV* | EOM12 | 0.00 | 1 | | 07/01/2016 | 09/30/2016 | | 0.00 | 00 | 0.00 | 0.00 |

+ Add - Delete - Delete All Acct Copy Acct Copy+ Acct Copy All Acct Paste Acct Add From Copy

| Prcont | Fd Resc | Y | Objt | Ste | Goal | Fctn | Lnk | Op2 | SBT | Ex-Gross | FTD Paid |
|--------|---------|---|--------------------------------------|-----|------|------|-----|-----|-----|----------|----------|
| 1 | 50.00 | L | 01-0000-0-2400-800-0000-7700-070-000 | | | | | | ... | 418.20 | 0.00 |
| 2 | 50.00 | L | 01-0000-0-2400-800-8600-7700-070-000 | | | | | | ... | 418.20 | 0.00 |
| | 100.00 | | **Totals** | | | | | | | 836.40 | 0.00 |

New - Cached Yr:2017 Dist:40 Site:1 GS: W 2/13/2017 4:33:24 PM

CSV File Creation / Use

| D | Rate | Units | RT | S | Ex-Gross | Pay Type | St-Ded | SP | EP | Ret. Base | AC | P | C | WSC | PSCT |
|---|--------|-------|------|-----|----------|----------|----------|--------------------------|--------------------------|-----------|----|---|---|--------------------------|------|
| ▼ | 836.40 | 1.00 | LZ ▼ | P ▼ | 836.40 | RET ▼ | TUBMPU ▼ | <input type="checkbox"/> | <input type="checkbox"/> | 8,244.52 | 00 | 1 | 5 | <input type="checkbox"/> | |

Rate: Calculated by PRT200/300
 Units: Always 1.00
 RT: Always LZ
 S: Always P
 Pay Type: From launch screen
 St-Ded: If Ret Sys 02 – from launch screen or last NML pay line on report if not entered on launch screen
 If Ret Sys not = 02 – from last NML pay line on report

SP-EP: From launch screen if entered
 Ret. Base: From last NML pay line on report times the retro rate
 AC: From last NML Pay line on report
 P: From last pay line on report
 C: 5 if pay type is RET
 3 if pay type is ARR
 WSC: From first pay line on report

| Name | Pay Sched | HR/DAY | S | B | Start | End | User | Annual Contract | ACA Hours | Days Worked | FTD Paid |
|------|-----------|--------|---|--------------------------|--------------|--------------|------|-----------------|-----------|-------------|----------|
| | EOM12 ▼ | 0.00 | 1 | <input type="checkbox"/> | 07/01/2016 ▼ | 09/30/2016 ▼ | | 0.00 / 00 | 0.00 | 0.00 | 0 |

Pay Sched: From launch screen or last NML pay line on report if not entered on launch screen
 S: From first pay line on report
 B: From first pay line on report
 Start: From first pay line on report
 End: From last pay line on report

User: RB = At least 1 pay line on report has non L Rate T could indicate Rate vs Ret.Base problem
 PC = At least 1 pay line on report has non 1 (month ret Pay Code, could indicate invalid pay line included on report
 CC = At least 1 pay line on report has non 1 (normal ret Contribution Code, could indicate invalid pay line included on report
 AC = More than pay line 24 accounts on report

| Prcnt | | Fd Resc Y | Objt Ste | Goal Fctn | Lnk Op2 | SBT | Ex-Gross | FTD Paid |
|-------|---|--------------------------------------|----------|-----------|---------|-----|----------|----------|
| 50.00 | L | 01-0000-0-2400-800-0000-7700-070-000 | | | | ... | 418.20 | 0. |

Prcnt: Calculated by PRT200/300
 Account: Calculated by PRT200/300
 Ex-Gross: Calculated by PRT200/300

QSS/OASIS payroll software only supports 24 accounts per pay line. If retro pay line has more than 24 accounts, only first 24 accounts will be used

Payroll Data Import only supports 8 accounts per pay line. If create CSV option is selected and retro pay line has more than 8 accounts, only the first 8 accounts will be used.

PERS Retro Entry

PERS Entry for Retro

PERS Data 39 - QSS DEMONSTRATION DISTRICT QSS/OASIS

File Options

Save Save and Close Close

DAPPERMAN, DUDESTER X 000555 xxx-xx-xxxx Change

District: 39 Retirement Name: REALLIE 2 PERSNIKP (RS: 02) *

Employee Type: A Show SSN

Gender: Male

Retirement Transactions

Reporting Period Show Inactive also (read only)

Year 2008 Month January Month ID: 01 - January Status: Open

| | Pre-tax+BO Contrib Code | Pre-tax+BO Contrib Amt | Work Schedule | Serv Year | Serv Month | Ext Valid | Service Begin | Service End | Pre-tax Contrib Amt | RS | SC Type | SC Cat | Appt ID | Wr# | Wr# 2 |
|---|----------------------------|---------------------------|------------------|--------------|---------------|--------------------------|------------------|----------------|------------------------|----|------------|-----------|---------|-----|-------|
| * | | | | | | <input type="checkbox"/> | | | | | | | | | |