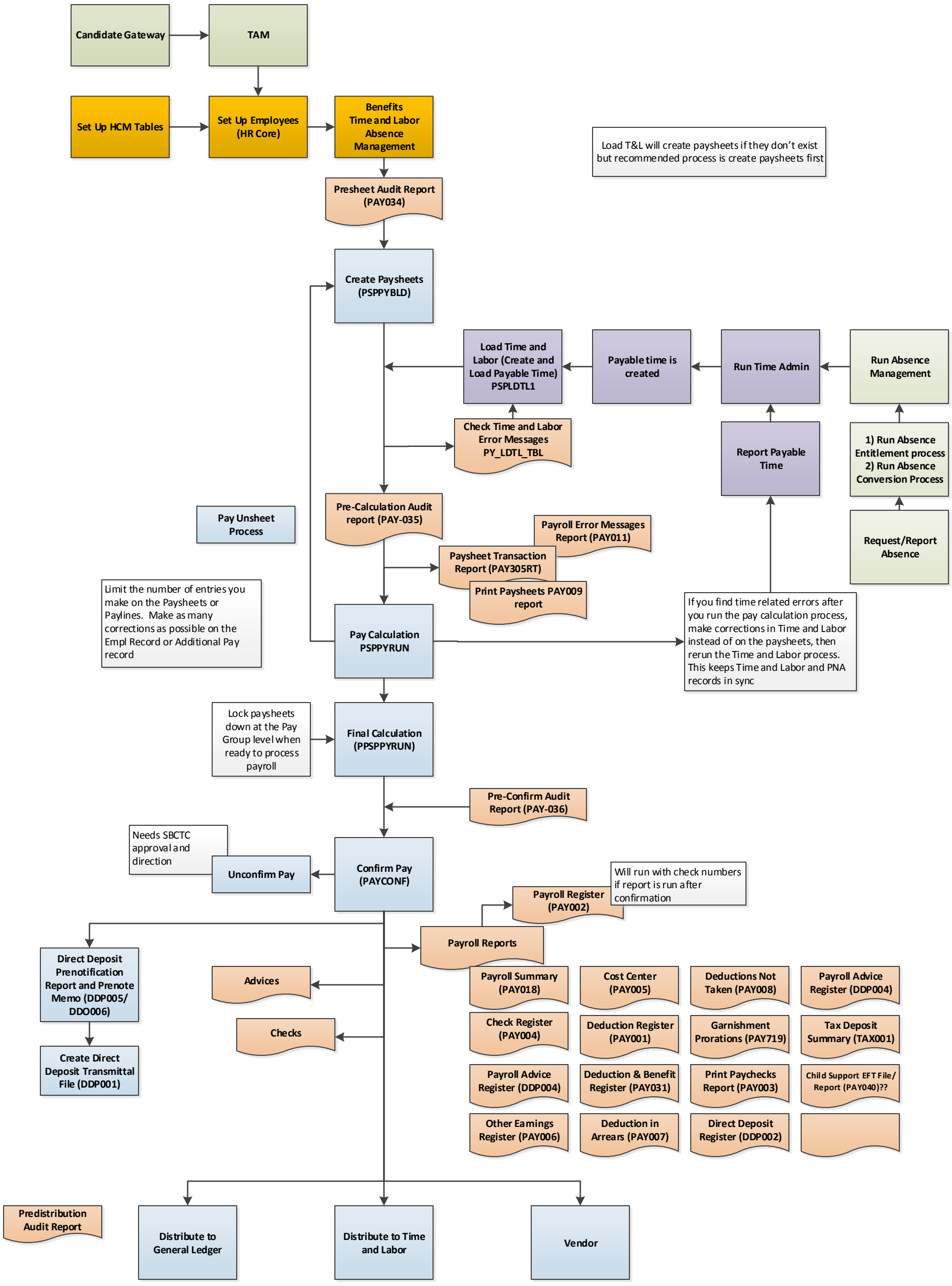
Candidate Gateway
TAM
Set Up HCM Tables
Set Up Employees (HR Core)
Benefits Time and Labor Absence Management
Load T&L will create paysheets if they don't exist but recommended process is create paysheets first
Presheet Audit Report (PAY034)
Create Paysheets (PSPPYBLD)
Load Time and Labor (Create and Load Payable Time) PSPLDTL1
Payable time is created
Run Time Admin
Run Absence Management
Check Time and Labor Error Messages PY_LDTL_TBL
Report Payable Time
1) Run Absence Entitlement process 2) Run Absence Conversion Process
Pre-Calculation Audit report (PAY-035)
Pay Unsheet Process
Payroll Error Messages Report (PAY011)
Paysheet Transaction Report (PAY305RT)
Print Paysheets PAY009 report
Request/Report Absence
Limit the number of entries you make on the Paysheets or Paylines. Make as many corrections as possible on the Empl Record or Additional Pay record
Pay Calculation PSPPYRUN
If you find time related errors after you run the pay calculation process, make corrections in Time and Labor instead of on the paysheets, then rerun the Time and Labor process. This keeps Time and Labor and PNA records in sync
Lock paysheets down at the Pay Group level when ready to process payroll
Final Calculation (PPSPPYRUN)
Pre-Confirm Audit Report (PAY-036)
Needs SBCTC approval and direction
Unconfirm Pay
Confirm Pay (PAYCONF)
Will run with check numbers if report is run after confirmation
Payroll Register (PAY002)
Payroll Reports
Direct Deposit Prenotification Report and Prenote Memo (DDP005/ DDO006)
Advices
Checks
Payroll Summary (PAY018)
Cost Center (PAY005)
Deductions Not Taken (PAY008)
Payroll Advice Register (DDP004)
Check Register (PAY004)
Deduction Register (PAY001)
Garnishment Prorations (PAY719)
Tax Deposit Summary (TAX001)
Create Direct Deposit Transmittal File (DDP001)
Payroll Advice Register (DDP004)
Deduction & Benefit Register (PAY031)
Print Paychecks Report (PAY003)
Child Support EFT File/ Report (PAY040)??
Other Earnings Register (PAY006)
Deduction in Arrears (PAY007)
Direct Deposit Register (DDP002)
Predistribution Audit Report
Distribute to General Ledger
Distribute to Time and Labor
Vendor