

Employee Accruals Report

Last Modified on 03/22/2018 8:32 am CDT

Employee Accruals

Purpose: This report allows you to view all accruals calculated on an employee's check. This is a great report to see the total amount of accruals outstanding for your company.

| | | | |
|-----------------|--|--------------|---|
| Start Date | <input type="text" value="1/29/2018"/> | End Date | <input type="text" value="3/4/2018"/> |
| Branch | <input type="text" value="Canada Test, CardiffUK, Eag"/> | Date Filter | <input type="text" value="Check Date"/> |
| Group By | <input type="text" value="Branch"/> | Accrual Type | <input type="text" value="1/2, 2016 Accrual Package, /"/> |
| Employee Filter | <input type="text"/> | Check ID | <input type="text"/> |

1 of 1 | 100% | Find | Next

Employee Accruals

High Tech Staffing

Entity Level (Hierid 2)



Date range: 1/29/2018 through 3/4/2018 by Check Date, from the following selected branches: '(All Branches Selected)'

| Employee | Employee ID | SSN | Check ID | Check Number | Check Date | Accrual | Amount |
|-------------------|-------------|-------------|-----------|--------------|------------|-----------------------|--------------|
| Memphis NE | | | | | | | |
| Aasen, Alexander | 4295003548 | xxx-xx-8746 | 429503120 | 9970454 | 2/2/2018 | CA | 2.38 |
| Aasen, Alexander | 4295003548 | xxx-xx-8746 | 429503129 | 522675 | 2/12/2018 | CA | 0.79 |
| Welsh, LeRoy | 4294971693 | xxx-xx-4321 | 429503124 | 522479 | 2/9/2018 | Hourly With OT and DT | 0.90 |
| Welsh, LeRoy | 4294971693 | xxx-xx-4321 | 429503141 | 2081974 | 2/19/2018 | Hourly With OT and DT | 0.72 |
| Welsh, LeRoy | 4294971693 | xxx-xx-4321 | 429503124 | 522479 | 2/9/2018 | Pay Period Accrue | 5.85 |
| Welsh, LeRoy | 4294971693 | xxx-xx-4321 | 429503141 | 2081974 | 2/19/2018 | Pay Period Accrue | 5.85 |
| 6 accruals | | | | | | | 16.49 |

Parameters:

1. Start Date: Starting date of your desired date range.
2. End Date: Ending date of your desired date range.
3. Branch: A drop down list of all branches in the user's current hierarchy. It is a multi-value parameter so they can select all branches, just one specific branch, or any combination of different branches in the list.
4. Date Filter: A drop down determining what field your date range filters on.
 - a. Check Date

b. Weekend Bill

5. Group By: A list of different fields to group the data into on the report. It has the following options:

a. Accrual Type

b. Branch

c. Check Date

d. Check Number

e. Employee Name

6. Accrual Type: A drop down list of all accrual types. It is a multi-value parameter so they can select either all accrual type, just one accrual type, or any combination of different accrual types.

7. Employee Filter: Filters on the employee's name.

8. Check ID: Filters for a specific check id.

Related Articles