

## Payroll Details by McGill ID



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### Report Summary

This report is designed to display all Payroll related transaction details for a specified fiscal year and a range of fiscal periods.

**Note:** The data warehouse includes all transactions up to and including yesterday's data. Any transactions entered on Banner today will only appear in the warehouse tomorrow.

The report is grouped by

1. McGill ID
2. Account code.

Current month totals and year to date totals are displayed by Account code

#### The columns are:

Account – Account code the transaction is posted to

Last Name- Last/First name of the individual the transaction is related to

First Name

Period- The fiscal period the transaction is posted to

Trans date – the date of the transaction

Pay Year – the calendar year of the pay

Pay Code - the pay type (semi- monthly, weekly, etc)

Pay number – relates to the number of pay cheques an individual would receive in a year.

For example: January 15, 2005 for semi-monthly pays would be 2005 SM 01

Doc# - finance document number assigned to the transaction

Amount – the amount of the transaction

Sub totals are by account code and grand totals are by Fund.