



## Dual Employment Data Entry in Payroll (Continued)

Step 3

**Pay Data Entry for HR Managers**

Company: CU    Pay Group: 12L    Pay End Date: 04/05/2007    FLSA: Nonexempt

Page: 12    Line #: 2    Department: [REDACTED]

ID: [REDACTED]    Empl Rcd#: 0    Name: [REDACTED]    Std Hours: 37.50    Bi Weekly Rate:

**Regular Earnings**    Find | View All    First 3 of 3 Last

**OK to Pay**    Make Sure OK to Pay is Checked    Click Edit Code to Update

Reg Hrs	Reg Salary	Hourly Rate	Account Code:
[REDACTED]	[REDACTED]	13.183653	[REDACTED]

There should be no amounts in the Reg Hrs or Reg Salary boxes.    Note\* The system auto populates the acct code from the previous record\*\*

**Other Earnings**    Find | View All    First 1 of 1 Last

Earnings Code	Other Hours	Amount
DE	[REDACTED]	65.00

Enter DE- Dual Employment Earnings Code    Enter Amt

Save    Return to Search    Notify    Update/Display    Include History