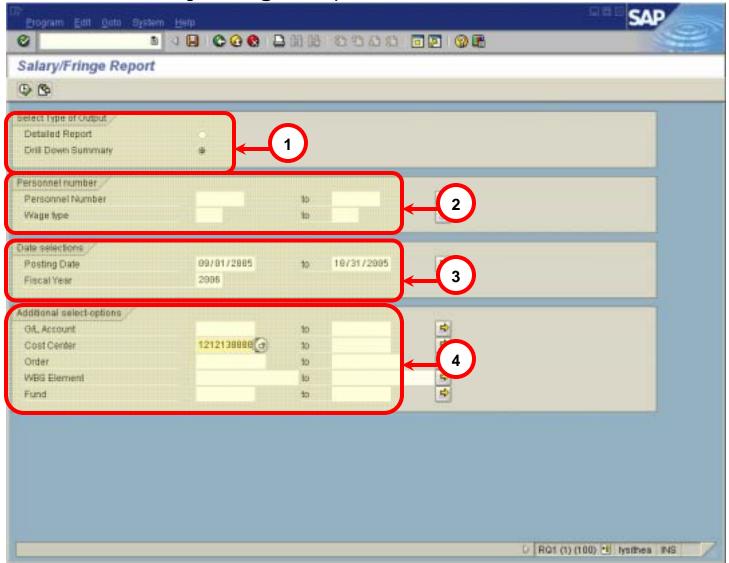
Salary/Fringe Report Quick Reference



1. Output Type: Detailed Report shows salary/fringe amounts subtotaled by

employee. Drill Down Summary, selected by default, shows an overview of amounts (you must drill down for detail information in

this view).

2. Personnel number: Personnel number(s) is optional, but useful to narrow the report.

Wage type is another option to narrow the report.

3. Date Selections: Posting Date is required - must include a beginning and end date

Fiscal Year is required

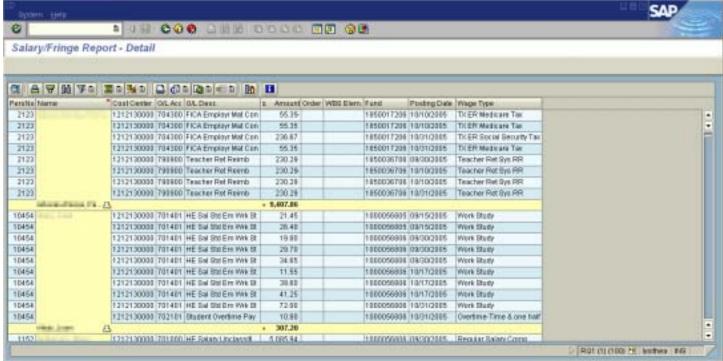
4. Addl select-options: Enter a Cost Center, Order, or WBS Element. **One of these is**

required. Other options (not required) such as G/L Account or

Fund narrow the results of your report.

Salary/Fringe Report Quick Reference

Salary/Fringe Report – Detail View



Salary/Fringe Report - Drill Down Summary (drill down for detail)

