Report Summary

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

Current month totals are displayed by Account code.

**Note:**
The data warehouse includes all transactions up to and including yesterday’s data. Changes made in the Finance system today will only appear in the data warehouse tomorrow.

**Data Warehouse View(s):**

FG.Payroll.Distribution

**Prompting query fields are:**

- **Fiscal Year** – e.g. 02 (2001/2002)
- **Fiscal Period** – e.g. 08 (January)
- **Fund Code** – e.g. six digit fund code

**Detail Information includes:**

- **Fund title** – title of the Fund code related to the transaction
- **Account code & Description** – the account code description related to the transaction
- **McGill ID** – ID number of the individual paid on the fund
- **Last Name** – last name of the individual the transaction is related to
- **First Name** – first name of the individual the transaction is related to
- **Period** – the fiscal period in which the transaction was posted to
- **Trans date** – the date of the transaction
- **Pay Year** - the calendar year in which the pay is related to
- **Pay Code** - the code that identifies the pay type (i.e.: SM = semi monthly pay)
- **Pay Number** – the pay run number the transaction is related to
- **Finance Document number** – e.g. Fxxxxxxx, the document number found in the Finance system to reference back to the payroll transaction.
- **Additional Information** – Include FOAPAL(s) charged
Amount fields are:

- **Amount** – the amount of the transaction by account code
- **Sub-Total** – the sum of the transaction amounts by account code
- **Grand-Total** – sum of all transactions amounts in the fund