

# ~ NOVEMBER 2014 Payroll Schedule ~

**REVISED – 10/20/14**

| Sun | Mon  | Tue   | Wed  | Thu  | Fri  | Sat |
|-----|--|---|--|--|--|-----|
|     |  |   |  |  |  | 1   |
| 2   | <p style="color: red; margin: 0;"><b>Pay Day for M103114, BF/MF102814</b></p> <p>Run Leave Accrual</p> | <p>B110414 - Period ends.</p> <p>B110414 – Paylines are created.</p>  | <p>Absences are finalized at 12:00 for B110414 week 2</p>  | <p>ePARs Due in HR for M113014</p> <p>B110414 - 1<sup>st</sup> Trial is available.</p> <p>B110414 – Trial corrections must be corrected by 5:00.</p> | <p>Run Reallocation Process</p> <p>B110414 – 2<sup>nd</sup> Trial is available.</p> <p>B110414 – Last load to Payroll @ 5:00</p> | 8   |
| 9   | <p>B110414 - Final is run at 9:00 a.m.</p>   | <p>Off Cycle for BF111114 &amp; MF111114</p> <p>M113014 – Paylines are created.</p>   | <p>Absences are finalized at 12:00 for B111814 week 1</p> <p>Run Final Reports for BF/MF111114</p> <p>ePARs Due in HR for B111814</p> <p>M113014 - Trial is available.</p> | <p>M113014 - Trial corrections are due by 12:00</p> <p>Absences are finalized at 12:00 for M113014</p>   | <p><b>Pay Day for B110414, MF/ BF111114</b></p> <p>Run Reallocation Process</p>  | 15  |
| 16  | 17   | <p style="color: red;">18</p> <p>M113014 - Final is run at 9:00 a.m.</p> <p>B111814 – Period ends</p> <p>B111814 – Pay lines are created.</p> | <p>Absences are finalized at 12:00 for B111814 week 2</p>  | <p>B111814 – 1<sup>st</sup> Trial is available.</p> <p>B111814 – Trial corrections must be corrected by 5:00.</p>                                    | <p>Run Reallocation Process</p> <p>B111814 – 2<sup>nd</sup> Trial is available.</p> <p>B111814 – Last load to Payroll @ 5:00</p> | 22  |
| 23  | <p>B111814 - Final is run at 9:00 a.m.</p>   | <p>Off Cycle for BF112514 &amp; MF112514</p>  | <p>Run Reallocation Process</p> <p>Run Final Reports for BF/MF112514</p> <p>Absences are finalized at 12:00 for B120214 week 1</p> <p>ePARs Due in HR for B120214</p>      | <b>HOLIDAY</b>   | <b>HOLIDAY</b>   | 29  |
| 30  |  |   |  |  | <p><b>Pay Day for B111814</b></p>  |     |