

Background: Users mapped to **BF711_0000 BW – FI School Site Administrator** role have access to 2 Payroll Expenditure reports: (1) **BU042 Payroll Expenditures – by Cost Center** and (2) **BU055 Payroll Expenditures – Differentials (by Posting Period)**.

Sites that want to view an entire **Fiscal Year** should run **BU055**. To do this, users should set up a **Variant** for **Wage Type**.

- 1) Click on **Wage Type** Selection button 

Variable Entry

Available Variants: Save Save As... Delete [Show Variable Personalization](#)

General Variables			
Variable	Current Selection		Description
* Current Fiscal Year (SAP Exit)	2015		2015
Posting Period/Fiscal Year (Selection Optional)			
Cost Center Hierarchy (Multiple Single Values)			
G/L Account (Selection Options, Optional)			
LAUSD Program (Selection, Optional)			
Person ID (Selection Optional)			
Personnel Number (Selection Optional)			
Job (Selection Optional)			
Position (Selection Optional)			
Wage Type Group (Selection Optional)			
* Wage Type (Defaulted to Differentials & Long	0117; 1000; 1003; 1005	 	B-Shift 0117; 2nd Shift Differential 1000...

OK Check

- 2) **Select Values for Wage Type** pop-up opens
- 3) Remove defaulted values by checking **Select All** box, click on **Remove** button, click on **OK** button

Select values for Wage Type (Defaulted to Differentials & Longevity) (ZWAGTYDE)

No metadata is available for "SELECT_ALL"

Show tool: Single values Show view: All

All

Maximum Records: 1000 Refresh

Select all

Wage Type: Medium Text	Wage Type: Key
Misc Natural Disaster	0J49
Prncpl Spcl Asgn	1503
0931 Diff Actv-Rt3	1396
0963 DiffBilingual	1330
0978 Diff Bilingual	1342
0981 Diff Bilingual	1343
0994 DiffBilingual MPRT13	1357
0995 DiffBilingual MPRT14	1358
11% PCS92	1010
13-14 Lump Sum Sal Py	0912
13-14 Lump Sum Sal Py Ret	0911
2nd Shift Differential	1000

Enter a value for Wage Type:

Selections

Select All  

Type	Description
	B-Shift 0117
	2nd Shift Differential 1000
	3rd Shift Differential 1003
<input type="checkbox"/>	SAA Mentor Pay 1005 - Bilingual(SPK,RD,WRT) 1006
	Bilingual(SPEAK ONLY) 1008
	11% PCS92 1010
	Teacher Assistant Diff-V 1015
	5.5% Responsibility-G 1027
	Reclassification Diff-H 1030
<input type="checkbox"/>	Reclassification J 1035 - Reclassification - D 1036
<input type="checkbox"/>	Notary Public Diff-Y 1038 - PSA 30years longevity U-A 1055
<input type="checkbox"/>	U-H SGT/LT 5-7 Yrs Longev 1058 - U-H 30 years Longevity 1094
	U-H 5 Yrs Longev SPV SSO 1105
	Masters Degree 1301
<input type="checkbox"/>	Scarcity Differential 5% 1315 - Scarcity Differential 20% 1318

Change Order  

OK Cancel

- 4) Click on drop down menu for **Show tool:** → **Select Value Ranges**
- 5) For **From:** → type in **0000**
- 6) For **To:** → type in **ZZZZ**
- 7) Click on **Add** button to add to **Selections**
- 8) Click on **OK** button

Value ranges dialog box showing configuration for value ranges. The 'From' field is set to 0000 and the 'To' field is set to ZZZZ. The 'Add' button is highlighted, and the 'Selections' table shows the range 0000 - ZZZZ.

Type	Description
[]	0000 - ZZZZ

- 9) To save this as a reusable **Variant:**

Available Variants: [dropdown] Save Save As Delete

- 10) Click on **Save As** button
- 11) **Save Variant** pop-up opens

Save Variant dialog box. The 'Save As User Variant' checkbox is checked. The 'Description' field contains 'All WTs'. The 'OK' button is highlighted.

- 12) Type **Description**, click on **OK** button

13) To use saved **Variant**, click on **Available Variants** drop down menu

Variable Entry

Available Variants: All WTs Save Save As... Delete [Show Variable Personalization](#)

General Variables

Variable [≠]	Current Selection	Description
* Current Fiscal Year (SAP Exit)	2014	2014
Posting Period/Fiscal Year (Selection Optional)		
Cost Center Hierarchy (Multiple Single Values)		
G/L Account (Selection Options, Optional)		
LAUSD Program (Selection, Optional)		
Person ID (Selection Optional)		
Personnel Number (Selection Optional)		
Job (Selection Optional)		
Position (Selection Optional)		
Wage Type Group (Selection Optional)		
* Wage Type (Defaulted to Differentials & Long	0000 - ZZZZ	0000 - ZZZZ

OK Check