

Snapshot Name- GL Expense

Description- Shows all Expense lines sent to the General Ledger for each payroll run in ADP

Field Name	Full Name	Description	Example
Account	Account	The GL Account for the transaction	511100
Check Date	Check Date	The Date of the payment	2014-07-01
Check Nbr	Check Number	The Check number for the transaction	1213456
Class	Class	The GL Class to which the Comp Rate is charged	11000
Company	Company	The company code	430
Dept ID	Department ID	The GL Dept to which the Comp Rate is charged	1007052
Division	Division	The Division under which the Home Department falls.	HHS
Earn Code	Earn Code	The Earnings Code associated with the Comp Rate. Examples would be REG (Regular Pay) and SUF (Supplemental Stipend)	REG
Empl ID	Employee ID	The ADP Employee Number	0067388
Expense Amt	Expense Amount	The amount charged to the Account String indicated	\$100.00
Fund	Fund	The GL Fund to which the Comp Rate is charged	10000
Home Dept	Home Department	The Home Department for the employee. This may not always be the department to which expenses are charged.	4301007052
Home Dept Descr	Home Department Description	The description of the Home Department	HHS-Nursing
Name	Name	The Name of the Employee in ADP	Doe,John
Pay Distr	Pay Distribution	The 12-digit Pay Distribution Code for the associated Comp Rate	430001007052
Pay Group	Pay Group	The Pay Group to which the employee belongs. (43A = monthly staff, 43F = 9-month faculty, 43T = Student Assistant, 43W = FWS Student, 43G = GRA/GTA, 43H = Bi-Weekly Hourly, 43Y = 12 month faculty, 43C = Bi-Weekly occasional workers, 43P = Part-Time Faculty)	43A
Pay Run Desc	Pay Run Description	The Description of the Run ID for the transaction	October 1st BW
Position	Position	The position, if any, assigned to the employee	43000450
Program	Program	The GL Program to which the Comp Rate is charged	11100
Project	Project	The GL Project to which the Comp Rate is charged	431294
Rec No	Record Number	The employee's ADP Record Number	0
Run ID	Run ID	The Payroll Run ID for the transaction	O13