

**Snapshot Name- YTD Overtime Snap**

Description- Reports all overtime hours and payment amounts by employee by quarter and year, including department and position

<b>Field Name</b>	<b>Full Name</b>	<b>Description</b>	<b>Example</b>
Cal Year	Calendar Year	The calendar year the overtime hours occurred	2012
Company	Company	The company code	430
Department	Department	The description of the Home Department	FIN-Bookstore
Dept ID	Department ID	The Home Department for the employee. This may not always be the department to which expenses are charged.	430104621 1
Division	Division	The Division under which the Home Department falls.	BUS
Empl ID	Employee ID	The ADP Employee Number	0067388
Name	Name	Last, first, and middle initial of the employee's legal name	Doe,John
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
Position	Position	The position, if any, assigned to the employee	43000450
Q1 Amount	Quarter 1 Amount	Overtime hours broken down by quarter 1 amount	\$201.92
Q1 Hours	Quarter 1 Hours	Overtime hours broken down by quarter 1 hours	5
Q2 Amount	Quarter 2 Amount	Overtime hours broken down by quarter 2 amount	\$201.92
Q2 Hours	Quarter 2 Hours	Overtime hours broken down by quarter 2 hours	5
Q3 Amount	Quarter 3 Amount	Overtime hours broken down by quarter 3 amount	\$201.92
Q3 Hours	Quarter 3 Hours	Overtime hours broken down by quarter 3 hours	5
Q4 Amount	Quarter 4 Amount	Overtime hours broken down by quarter 4 amount	\$201.92
Q4 Hours	Quarter 4 Hours	Overtime hours broken down by quarter 4 hours	5
RecNo	Record Number	The employee's ADP Record Number	0
YTD OT Hours	Year To Date Overtime Hours	Year to date overtime hours for the employee	80
YTD OT Pay	Year To Date Overtime Pay	Year to date overtime pay for the employee	\$300.00