Benefit Enrollment Dates

Please refer to the Master Pay Cycles and calendar provided to answer the following questions.

1) A bi-weekly employee is terminating on March 5, 2007.

    a. What do you enter in the following fields:
    Termination Date on the Employee Master _____
    Pay Status on the Employee Master _____
    Ending Date on Terminate/Override Benefits_____

    b. What end dates do you put on the following plans?
    Leave _____
    Retirement _____

2) A monthly employee is terminating on March 5, 2007.

    a. What do you enter in the following fields:
    Termination Date on the Employee Master _____
    Pay Status on the Employee Master _____
    Ending Date on Terminate/Override Benefits_____

    b. What end dates do you put on the following plans?
    Leave _____
    Retirement _____

3) A bi-weekly employee is enrolled in a medical plan, but the deduction did not come out on the March 14, 2007 paycheck. After research, you have found that the beginning date for the plan on Terminate/Overrides screen) is March 5, 2007.
    a. What should the begin date have been for this plan in order for the deduction to come out?_____

4) A monthly employee is enrolled in a medical plan, but the deduction did not come out on the March 30, 2007 paycheck.
    a. What do you see on the Terminate Overrides screen for the begin date on this plan?_____

2007

JANUARY

M	T	W	T	F	S	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

FEBRUARY

M	T	W	T	F	S	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

MARCH

M	T	W	T	F	S	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

APRIL

M	T	W	T	F	S	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

MAY

M	T	W	T	F	S	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

JUNE

M	T	W	T	F	S	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

JULY

M	T	W	T	F	S	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

AUGUST

M	T	W	T	F	S	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

SEPTEMBER

M	T	W	T	F	S	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

OCTOBER

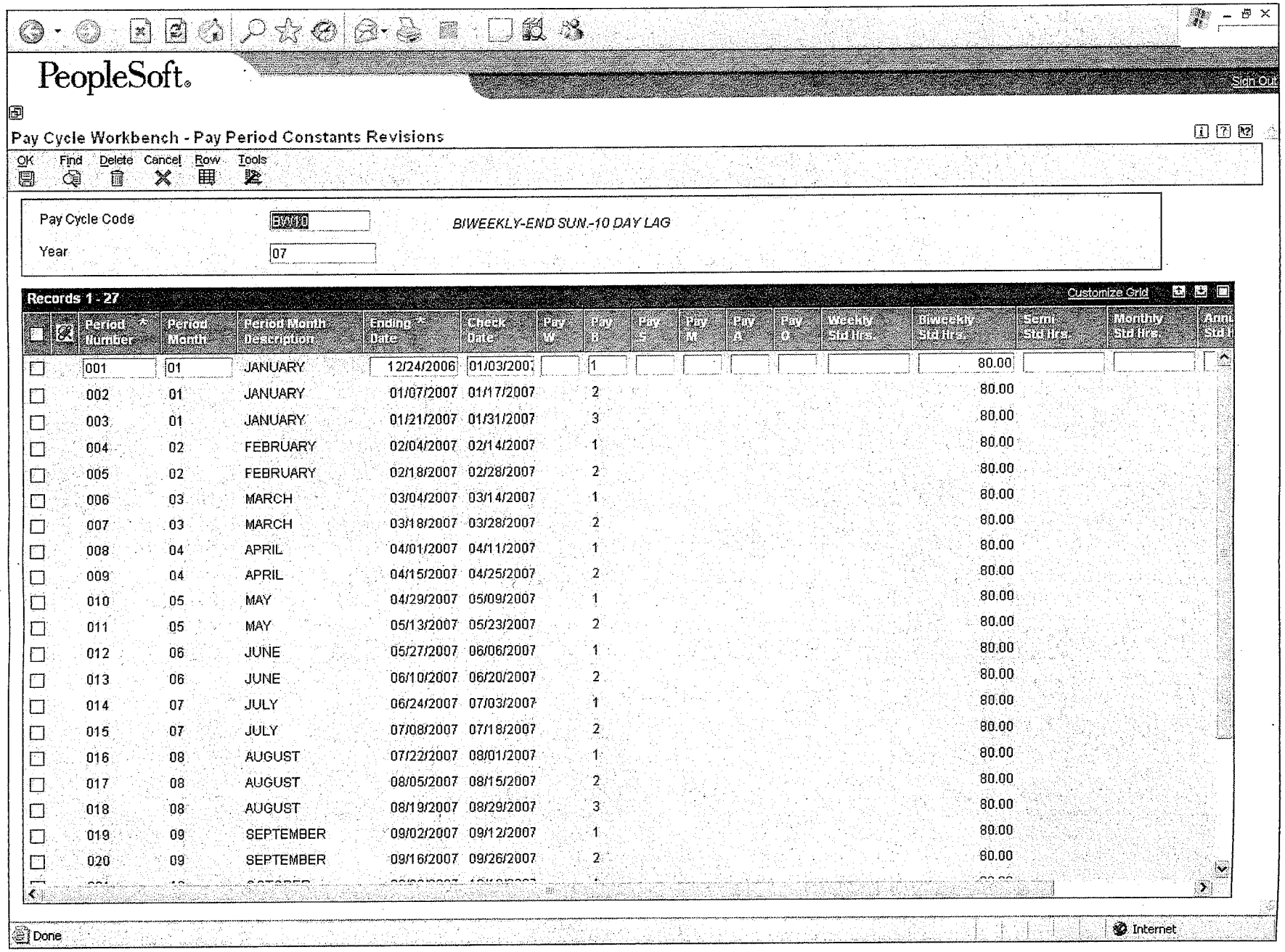
M	T	W	T	F	S	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

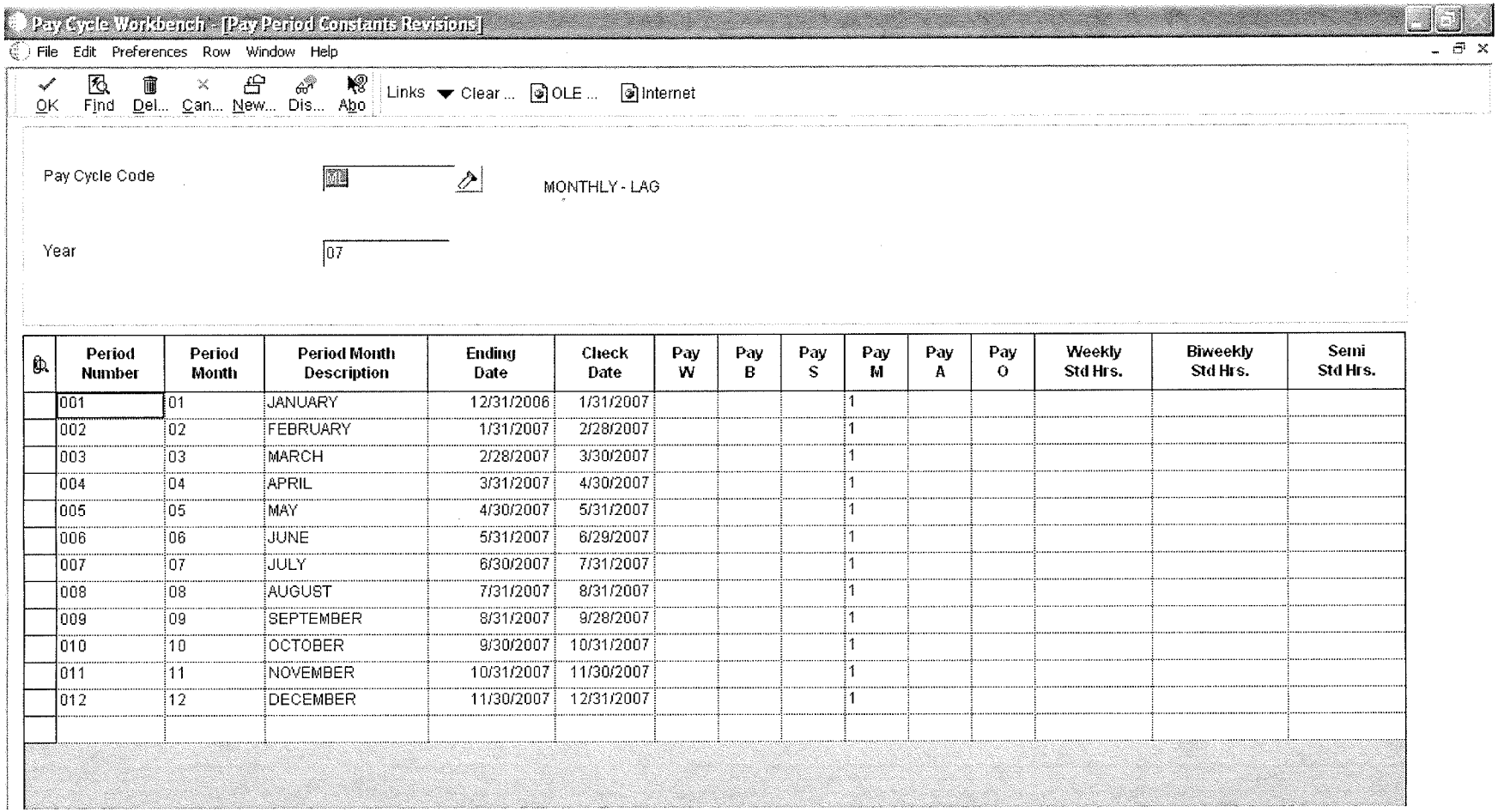
NOVEMBER

M	T	W	T	F	S	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

DECEMBER

M	T	W	T	F	S	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						


PeopleSoft
Sign Out
Pay Cycle Workbench - Pay Period Constants Revisions
OK
Find
Delete
Cancel
Row
Tools
Pay Cycle Code
BW10
BIWEEKLY-END SUN.-10 DAY LAG
Year
07
Records 1 - 27
Customize Grid
Period Number
Period Month
Period Month Description
Ending Date
Check Date
Pay W
Pay B
Pay S
Pay M
Pay A
Pay O
Weekly Std Hrs
Biweekly Std Hrs
Semi Std Hrs
Monthly Std Hrs
001 01 JANUARY 12/24/2006 01/03/2007 1 80.00
002 01 JANUARY 01/07/2007 01/17/2007 2 80.00
003 01 JANUARY 01/21/2007 01/31/2007 3 80.00
004 02 FEBRUARY 02/04/2007 02/14/2007 1 80.00
005 02 FEBRUARY 02/18/2007 02/28/2007 2 80.00
006 03 MARCH 03/04/2007 03/14/2007 1 80.00
007 03 MARCH 03/18/2007 03/28/2007 2 80.00
008 04 APRIL 04/01/2007 04/11/2007 1 80.00
009 04 APRIL 04/15/2007 04/25/2007 2 80.00
010 05 MAY 04/29/2007 05/09/2007 1 80.00
011 05 MAY 05/13/2007 05/23/2007 2 80.00
012 06 JUNE 05/27/2007 06/06/2007 1 80.00
013 06 JUNE 06/10/2007 06/20/2007 2 80.00
014 07 JULY 06/24/2007 07/03/2007 1 80.00
015 07 JULY 07/08/2007 07/18/2007 2 80.00
016 08 AUGUST 07/22/2007 08/01/2007 1 80.00
017 08 AUGUST 08/05/2007 08/15/2007 2 80.00
018 08 AUGUST 08/19/2007 08/29/2007 3 80.00
019 09 SEPTEMBER 09/02/2007 09/12/2007 1 80.00
020 09 SEPTEMBER 09/16/2007 09/26/2007 2 80.00
Done
Internet



Period Number	Period Month	Period Month Description	Ending Date	Check Date	Pay W	Pay B	Pay S	Pay M	Pay A	Pay O	Weekly Std Hrs.	Biweekly Std Hrs.	Semi Std Hrs.
001	01	JANUARY	12/31/2006	1/31/2007				1					
002	02	FEBRUARY	1/31/2007	2/28/2007				1					
003	03	MARCH	2/28/2007	3/30/2007				1					
004	04	APRIL	3/31/2007	4/30/2007				1					
005	05	MAY	4/30/2007	5/31/2007				1					
006	06	JUNE	5/31/2007	6/29/2007				1					
007	07	JULY	6/30/2007	7/31/2007				1					
008	08	AUGUST	7/31/2007	8/31/2007				1					
009	09	SEPTEMBER	8/31/2007	9/28/2007				1					
010	10	OCTOBER	9/30/2007	10/31/2007				1					
011	11	NOVEMBER	10/31/2007	11/30/2007				1					
012	12	DECEMBER	11/30/2007	12/31/2007				1					

Benefit Enrollment Dates

Please refer to the Master Pay Cycles and calendar provided to answer the following questions.

1) A bi-weekly employee is terminating on March 5, 2007.

   a. What do you enter in the following fields:
      Termination Date on the Employee Master 3/5/07
      Pay Status on the Employee Master 9
      Ending Date on Terminate/Override Benefits 3/18/07

   b. What end dates do you put on the following plans?
      Leave 3/18/07
      Retirement 3/18/07

2) A monthly employee is terminating on March 5, 2007.

   a. What do you enter in the following fields:
      Termination Date on the Employee Master 3/5/07
      Pay Status on the Employee Master 9
      Ending Date on Terminate/Override Benefits 2/28/07

   b. What end dates do you put on the following plans?
      Leave 2/28/07
      Retirement 2/28/07

3) A bi-weekly employee is enrolled in a medical plan, but the deduction did not come out on the March 14, 2007 paycheck. After research, you have found that the beginning date for the plan on Terminate/Overrides screen) is March 5, 2007.
   a. What should the begin date have been for this plan in order for the deduction to come out? 2/19/07

4) A monthly employee is enrolled in a medical plan, but the deduction did not come out on the March 30, 2007 paycheck.
   a. What do you see on the Terminate Overrides screen for the begin date on this plan? a date after 2/28/07