

FPPS Time & Attendance Screens

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03/12/04    ** FEDERAL PERSONNEL/PAYROLL SYSTEM **    PJ200M3
16:32:22    * T&A VIEW SCREEN *                      PJ200N3
COMMAND: _____
NAME: LAST, FIRST M..  SSN: 123 - 45 - 6789  PP: 0406 02/22/04
DEPT: IN BUR: 15 SUBBUR: 02 ORG: 20132          03/06/04
*****
REVIEW INFORMATION AND PRESS ENTER.
TO ACCESS NEGOTIATED RATE OR MESSAGE CODE, TYPE 'X' IN FIELD AND PRESS ENTER.
TYPE 'X' TO ACCESS MESSAGES (X)  TYPE 'X' TO ACCESS LEAVE FROM/TO TIMES: (X)
REROUTE NET CHECK CODE: N ADVANCE LEAVE (Y/N): N MESSAGE CODE: X
PAY N 2 S E W K                               C
CDE R R C H IN SUN MON TUE WED THUR FRI SAT K COST STRUCTURE
010 _ 1 0800 0800 0800 0800 0800 1 91310000201328QJ7
010 _ 2 0800 0800 0800 0800 0800 1 91310000201328QJ7

PG 1/1 DAY TOT: 0000 1600 1600 1600 1600 1600 0000 (BOTH WEEKS)
WEEK 1 TOTAL: 4000 WEEK 2 TOTAL: 4000 BIWEEKLY TOTAL: 8000
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---
NEXT HELP ESC MAIN TLVW DOWN EXIT
    
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POSITION THE CURSOR ON THE CODE/DESCRIPTION AND PRESS ENTER
 3/20/04
 * CODE DESCRIPTION *****
 P REROUTE TO PAYROLL OPERATIONS DIVISION
 T D REROUTE TO DESIGNATED AGENT ENTER.
 T N DO NOT REROUTE TO ANOTHER DESTINATION

TYPE REQUESTED INSERT INFORMATION AND PRESS ENTER.
 ADVANCE ___ HOUR(S) OF ___ LEAVE.
 PF3=ESC

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* T&A MESSAGE SCREEN *    PJ100M6
*****
ADD/CHANGE MESSAGE; TYPE OVER BLANK LINE OR EXISTING MESSAGE AND/OR
AND/OR
TYPE 'D' NEXT TO THE MESSAGE(S) YOU WISH TO DELETE PRESS ENTER.

ACT NBR MESSAGE
_____
_____
_____

TYPE AUTHORIZED OT AND/OR COMP/CREDIT HOURS AND/OR TIME OFF AWARD
HOURS, OR ENTER 'X' IN 'NONE AUTHORIZED' FIELD. PRESS ENTER.

AUTHORIZED PREMIUM HOURS:
_____ OT HOURS/MINUTES _____ CREDIT/COMP HOURS/MINUTES
_____ TIME OFF AWARD HOURS _____ TYPE 'X' FOR NONE AUTHORIZED
    
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*****
TYPE 'FROM' AND 'TO' TIME(S) IN APPROPRIATE DAY AND PRESS ENTER.

WEEK 1 SUN MON TUE WED THUR FRI SAT
FROM: _____
TO : _____
FROM: _____
TO : _____

WEEK 2
FROM: _____
TO : _____
FROM: _____
TO : _____
    
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ENTER MESSAGE CODE AND/OR TYPE 'X' IN ONE OR BOTH WEEKS AND PRESS ENTER
MESSAGE CODE: _ ? _ ? _ ?
EXEMPT AS NONEXEMPT WEEK 1: _
EXEMPT AS NONEXEMPT WEEK 2: _
PF3=ESC
    
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