Report Name: **HRES Employees Within Unit**

Description: Provides a list of employees within the department along with each employee's job and corresponding organization.

Purpose: The Salary Planner will use the report to create lists of all employees and all of their jobs in a unit. The report will display present vs. proposed salaries within an organization, university-wide, and whether they are state funded or not.

How it can be used: Since the jobs listed on the report for each employee are not limited by organization, this report provides a unit with a comprehensive view. This report will produce a list of all employees having jobs in an org or roll-up of orgs to be affected by the Salary Planner budget and to analyze proposed salary changes within an organization, both at the individual and at an organizational level.

Report Source: EDDIE – Banner Production

Report Tool: Business Objects

Universe: HR MOD 27 Live Reports

Frequency: Only available during the annual budget process and runs on demand.

Location: Info View

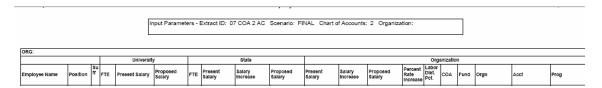**To Request Access:** Salary Planner reports can be refreshed on demand if you have access to the Salary Planner tool and EDDIE/InfoView.

Your USC (unit security contact) can request access to salary planner reports that are in EDDIE/InfoView by sending an email to the HR/Pay Security team, ui2hrpaysecurity@uillinois.edu.

Example Report

| Input Parameters - Extract ID: 07 COA 2 AC   Scenario: FINAL   Chart of Accounts: 2   Organization: |

ORG:

Employee Name	Position	Suff	University			State				Organization				Percent Rate Increase	Labor Dist. Pct.	COA	Fund	Orgn	Acct	Prog
			FTE	Present Salary	Proposed Salary	FTE	Present Salary	Salary Increase	Proposed Salary	Present Salary	Salary Increase	Proposed Salary								

Field Name	Definition
Input Parameters:	
Extract ID:	Name of the Salary Planner
Scenario:	Chart of Accounts
Chart of Accounts:	The name of the scenario
Organization:	Derived from the organization code on NBAPBUD
Employee Name	Employee Name; Last, First, Middle I
Position	Six character position identifier
Suffix	Two character code that further defines the job
FTE @UniversityLlevel	Current total FTE at the University
Present Salary	Current total salary at the University
Proposed Salary	Proposed Salary at the University
FTE @ State Level	Proposed FTE funded from State Dollars
Present Salary	Current salay funded from State Dollars
Salary Increase	
Proposed Salary	Proposed salary funded from State Dollars
Present Salary @ Organization Level	Current Salary within the organization
Salary Increase	
Proposed Salary	Proposed Salary within the organization
Precent Rate Increase	Change in salary within the organization
Labor Dist Pct.	The percent of the job's salary assigned to the CFOAP
COA	Chart of Account
Fund	Six-digit fund code
Orgn	Six-digit organization code
Acct	Six digit account code
Prog	Six-digit program coad