Report Name: HRES Full Personnel Complete – Not available to units; central HR only

Description: Provides a comprehensive view for all jobs associated with the employee undergoing a job salary change.

Purpose: List of all job salary changes with proposed labor distribution by employee.

How it can be used: This report is secure, and only a select number of people have security access. If you feel you should have access, please contact the Head of your Unit or Department.

Report Source: View Direct – Banner Reporting Copy

Report Tool: Business Objects

Universe: REPTPROD HRES Universe 4

Frequency: On Demand, but not available until 8:30 AM each morning.

Access to this report is restricted to Central HR Salary Planner Superusers ONLY.

Location: The report is housed in View Direct:
https://docdirectpweb.admin.uillinois.edu/ddrint/servlet/ddrint

For tips on using View Direct, see the View Direct job at:
https://nessie.uihr.uillinois.edu/pdf/reports/View_Direct_JobAid.pdf

To Request Access: You can only access information for your organization. If you cannot access the report, have your Unit Security Contact (USC) request access for you submitting a request for access through the AITS Security Web Application at

https://webprod.admin.uillinois.edu/secapp/indexxd.html

For more information on requesting access to other HR Reports or to locate your Unit Security Contact (USC) refer to the following website:
https://hrnet.uihr.uillinois.edu/dart-cf/reporting/reportaccess.cfm

NOTE:

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Field Name | Definition
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Input Parameters: | Chart of Accounts
Extract ID: | Name of the Salary Planner
Scenario ID: | The name of the scenario
Admin Org | Derived from the organization code on NBAPBUD
Name | Budgeted Org for job.
UIN | Employee Name; Last, First, Middle I
Employee UIN (University Illinois number)
Admin Org Detail | Six character position identifier
Position | Employee UIN (University Illinois number)
Suffix | Two-character code that further defines the Position
Job Effective Date | Date the record becomes effective for Payroll purposes
Job Description | The home department for the employee from PEAEMPL.
Home Org | Displays the timesheet chart of accounts code associated with the employee’s job.
Time Sheet Org | Indicates whether a particular Position will be included in the annual salary planner process
Budget Profile | The home department for the employee from PEAEMPL.
Rank | Defines the level/position of the employee. The rank values consist of Professor, Associate Professor, Assistant Professor, Research Professor, Research Associate Professor and Administrator with an alpha rank code and an IPEDS rank of 9 for the Administrator.
Tenure | The employee’s current FTE within a particular position budgeting org. from Banner.
FTE | Employee’s proposed FTE within a particular position budgeting org.
FTE Proposed | The 6-digit fund code displays the code identifying the fund to which the job is assigned.
Proposed Fund | The 6-digit organization code displays the code identifying the organization to which the job is assigned.
Proposed Org | The 6-digit position account code displays the code identifying the account to which the job is assigned.
Proposed Acct |
<table>
<thead>
<tr>
<th>Field</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Proposed Program</td>
<td>The 6-digit program code displays the code identifying the program to which the job is assigned.</td>
</tr>
<tr>
<td>Proposed Activity</td>
<td>The 6-digit program code displays the code identifying the activity to which the job is assigned.</td>
</tr>
<tr>
<td>Proposed Location</td>
<td>Used to identify where a fixed asset is located.</td>
</tr>
<tr>
<td>Proposed LD%</td>
<td>Percent to be applied to the given Labor Distribution.</td>
</tr>
<tr>
<td>Hourly Rate</td>
<td></td>
</tr>
<tr>
<td>Annual Salary</td>
<td>The annual salary for the job based on the calendar year.</td>
</tr>
<tr>
<td>Hourly Rate Proposed</td>
<td></td>
</tr>
<tr>
<td>Annual salary Proposed</td>
<td>The sum of the proposed annual salaries for the employee from the Salary Planner.</td>
</tr>
<tr>
<td>Across the Board</td>
<td></td>
</tr>
<tr>
<td>All-Merit</td>
<td></td>
</tr>
<tr>
<td>Other</td>
<td>The increase amount entered into the other increase field in Salary Planner.</td>
</tr>
<tr>
<td>Calc Change Percent</td>
<td></td>
</tr>
</tbody>
</table>

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