








## FZELDST – Labor Distribution Report

FZELSDT is the Labor Distribution Report. It provides individual pay period, monthly and year-to-date payroll information for your department. There are three different payroll types at EMU:

- SF – Faculty and AP
- BW – PT, CS, etc
- BS – students

PRODUCTION Repository

	Report	Description	Latest Date
PDF TEXT DATA 	FGRPDTA	Program Detail Activity	Fri Dec 05, 2003 8:01pm
PDF TEXT 	FGRTBEX	Trial Balance Exception Report	Mon May 03, 2004 12:06pm
PDF TEXT DATA 	FRRGITD	Grant Inception to Date	Wed Apr 07, 2004 3:58pm
PDF TEXT 	FZEDOCH	Req, PO, Invoice and Check No Report	Wed Apr 07, 2004 2:54pm
PDF TEXT 	FZELDST	Labor Distribution Report	Wed Apr 28, 2004 10:07am
PDF TEXT 	FZESTOR	Stores Detail Report	Tue Apr 06, 2004 1:16pm
PDF TEXT 	FZETELE	Telecommunication Chairperson Report	Tue Apr 20, 2004 7:03pm

Previous FGRPDTA Next

Drill Icon for FZELDST

1. Click on the **Drill Icon** next to the FZELDST report listing. The listing for FZELDST is on the second page of reports.

PRODUCTION Repository

	Title	Date
PDF TEXT 	Fisc Year: 2004 Cal Month: 4 Type: SF Last Pay No: 8	Wed Apr 28, 2004 10:07am
PDF TEXT 	Fisc Year: 2004 Cal Month: 4 Type: BW Last Pay No: 9	Wed Apr 28, 2004 10:00am
PDF TEXT 	Fisc Year: 2004 Cal Month: 4 Type: BS Last Pay No: 8	Tue Apr 20, 2004 09:13am
PDF TEXT 	Fisc Year: 2004 Cal Month: 4 Type: BW Last Pay No: 8	Mon Apr 12, 2004 12:14pm
PDF TEXT 	Fisc Year: 2004 Cal Month: 4 Type: SF Last Pay No: 7	Thu Apr 08, 2004 01:31am
PDF TEXT 	Fisc Year: 2004 Cal Month: 4 Type: BS Last Pay No: 7	Wed Apr 07, 2004 10:36am
PDF TEXT 	Fisc Year: 2004 Cal Month: 3 Type: BW Last Pay No: 7	Mon Mar 29, 2004 02:28am
PDF TEXT 	Fisc Year: 2004 Cal Month: 3 Type: BW Last Pay No: 8	Mon Mar 29, 2004 02:15am

Fisc Year: 2004 Cal Month: 4 Type: SF Last Pay No: 8 - Wed Apr 28, 2004 10:07am Next

2. Find the listing for the payroll type and the payroll number. Click on the **Magnifying Glass Icon** next to the report you want to view.

# FZELDST – Labor Distribution Report (cont.)

3. Type your Org (or Fund) code in and click the OK button. Your report will load in Adobe Acrobat Reader.
4. For each name on the report, you will see hours and earnings information representing current pay period, Month-to-Date and Year-to-Date.

Current Pay Period

Eastern Michigan University  
Labor Distribution Report

Dept Name

Month-to-Date

Fisc Year: 2005  
Cal Month: 5  
Type: ES  
Last Pay: 9

FUND: G00005 ORG: 125050

Report Name: FZELDST  
Date: 5/2/2005  
Run Time: 2:58:50PM  
Page: 355

TITLE: Accounting

Acct ECLS	ID Name	PCN	Current Hours	Current Earnings	M-T-D Earnings	Y-T-D Hours	Y-T-D Earnings
1710 GS	E00174264 GS Graduate	GA9982 nd	0.00	0.00	0.00	17.00	8,000.03
1880 RE	E00174264 RE Student	SR0176	0.00	0.00	0.00	109.00	872.00
1880 RE	E00180965 RE Student	SR0176	0.00	0.00	0.00	32.00	240.00
1880 RE	E00181658 RE Student	SR0176	13.75	110.00	110.00	287.25	2,250.00
1890 RE	E00180965 RE Student	SR0176	0.00	0.00	0.00	103.50	776.25
			0.00	0.00	0.00	103.50	776.25
G00005-125050 Department			13.75	110.00	110.00	542.75	12,138.28

Names Here

Year-to-Date

W:\Departments\BusFin\Payroll\RLPAYROL\processes

ion E-Print Version 3 Chang

5. Scroll down to find your page range, then print out those pages.
6. Click on the **Back** button to return to Eprint.
7. Click on the **Production Repository** link to return to the Eprint main menu.

\* If you call Payroll with a correction, your correction will not appear on the FZELDST until the next payroll is completed. You will have to access the new version of the report to see your correction.