

# Labor Redistribution in Wings Express

Redistribution

# Labor Redistribution

## Making a Redistribution

Effort Certification - Windows Internet Explorer

http://oas2.wright.edu:8889/efc/efc-flex/index.html

File Edit View Favorites Tools Help

Effort Certification

Sign Out

Effort Certification Labor Redistribution

Person Search

Search by ID

Search Descriptions: ID = u00016921

Advanced Search

Displaying 58 rows.

| Last Name | First Name | ID        | Pay Year | Pay ID | Pay Number | Sequence | Disposition  |
|-----------|------------|-----------|----------|--------|------------|----------|--------------|
| Duck      | Donald     | U00016921 | 2008     | MO     | 12         | 0        | 70, Complete |
| Duck      | Donald     | U00016921 | 2008     | SU     | 2          | 0        | 70, Complete |
| Duck      | Donald     | U00016921 | 2008     | SU     | 3          | 0        | 70, Complete |
| Duck      | Donald     | U00016921 | 2009     | MO     | 1          | 0        | 70, Complete |
| Duck      | Donald     | U00016921 | 2009     | MO     | 2          | 0        | 70, Complete |
| Duck      | Donald     | U00016921 | 2009     | MO     | 3          | 0        | 70, Complete |
| Duck      | Donald     | U00016921 | 2009     | MO     | 4          | 0        | 70, Complete |
| Duck      | Donald     | U00016921 | 2009     | MO     | 5          | 0        | 70, Complete |
| Duck      | Donald     | U00016921 | 2009     | MO     | 6          | 0        | 70, Complete |
| Duck      | Donald     | U00016921 | 2009     | MO     | 7          | 0        | 70, Complete |
| Duck      | Donald     | U00016921 | 2009     | MO     | 8          | 0        | 70, Complete |
| Duck      | Donald     | U00016921 | 2009     | MO     | 9          | 0        | 70, Complete |
| Duck      | Donald     | U00016921 | 2009     | MO     | 10         | 0        | 70, Complete |
| Duck      | Donald     | U00016921 | 2009     | MO     | 11         | 0        | 70, Complete |
| Duck      | Donald     | U00016921 | 2009     | SU     | 2          | 0        | 70, Complete |
| Duck      | Donald     | U00016921 | 2009     | SU     | 3          | 0        | 70, Complete |

Choose Find Replace or double click highlighted distribution

Find Replace

SUNGARD HIGHER EDUCATION

Banner Effort Certification (Version 1.0 Build: 1)

Done

Trusted sites | Protected Mode: Off

100%

# Labor Redistribution

## Find Replace

Effort Certification - Windows Internet Explorer

http://oas2.wright.edu:8889/efc-efc-flex/index.html

File Edit View Favorites Tools Help

Effort Certification

Sign Out Help

Effort Certification Labor Redistribution

Person Search Labor Redistribution Approvals Proxy or Supervisor

Find and Replace

COA: Select Posting Date: Dec 13, 2009

Find

| Index                | Fund                 | Orgn                 | Account              | Program              |
|----------------------|----------------------|----------------------|----------------------|----------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Additional Components: (A) Activity (L) Location (P) Project (C) Cost

|                      |                      |                      |                      |
|----------------------|----------------------|----------------------|----------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
|----------------------|----------------------|----------------------|----------------------|

Replace With

| Index                | Fund                 | Orgn                 | Account              | Program              |
|----------------------|----------------------|----------------------|----------------------|----------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Additional Components: (A) Activity (L) Location (P) Project (C) Cost

|                      |                      |                      |                      |
|----------------------|----------------------|----------------------|----------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
|----------------------|----------------------|----------------------|----------------------|

Cancel Save

Find Replace

SUNGARD HIGHER EDUCATION Banner Effort Certification (Version 1.0 Build: 1)

Done Trusted sites Protected Mode: Off 100%

# Labor Redistribution

## Find Replace

Effort Certification - Windows Internet Explorer

http://oas2.wright.edu:8889/efc/efc-flex/index.html

File Edit View Favorites Tools Help

Effort Certification

Sign Out

Help

Effort Certification Labor Redistribution

Person Search

Approvals

Proxy or Supervisor

Open Items

Find and Replace

Select COA, Posting Date, and enter FOAPAL components

COA: W Posting Date: Dec 01, 2009

Find

| Index      | Fund       | Orgn       | Account    | Program   |
|------------|------------|------------|------------|-----------|
| 242000 *** | 190000 *** | 242000 *** | 614100 *** | 10005 *** |

Additional Components: (A) Activity (L) Location (P) Project (C) Cost

|     |     |     |     |
|-----|-----|-----|-----|
| *** | *** | *** | *** |
|-----|-----|-----|-----|

Replace With

| Index      | Fund       | Orgn       | Account    | Program   |
|------------|------------|------------|------------|-----------|
| 242002 *** | 190000 *** | 242002 *** | 614100 *** | 10005 *** |

Additional Components: (A) Activity (L) Location (P) Project (C) Cost

|     |     |     |     |
|-----|-----|-----|-----|
| *** | *** | *** | *** |
|-----|-----|-----|-----|

Click Save.

Cancel Save

Find Replace

SUNGARD HIGHER EDUCATION

Banner Effort Certification (Version 1.0 Build: 1)

Done

Trusted sites | Protected Mode: Off

100%

# Labor Redistribution

## Find Replace

The screenshot shows the Effort Certification web application in a Windows Internet Explorer browser. The URL is <http://oas2.wright.edu:8889/efc/efc-flex/index.html>. The application is titled "Effort Certification" and has a "Labor Redistribution" tab selected. The user is "Donald Duck".

A confirmation dialog box is displayed in the center of the screen with the following text:

**Warning**  
Transaction completed - 3 sets of labor distributions marked as changed.

Below the dialog box, there is a table showing the updated labor distributions:

| COA | Index  | Fund  | Orgn | Account | Program | Additional Components | Hours | Percent | Amount  |
|-----|--------|-------|------|---------|---------|-----------------------|-------|---------|---------|
| W   | 242002 | 19000 |      |         |         |                       |       | 100     | 3777.42 |

On the right side of the screen, there are sections for "Pay Periods & Earn Codes" and "Redistribution Details". The "Redistribution Details" section shows the following information:

- 2009 MO 5, Sequence 0 : 01-May-2009 - 31-May-2009
- Disposition : 70, Complete
- Status :
- Hours : 1.00
- Amount : \$3,777.42
- Percent : 100.00%

At the bottom of the screen, there are buttons for "Delete Updates", "Erase", "Apply", and "Submit". The status bar at the bottom indicates "SUNGARD HIGHER EDUCATION" and "Banner Effort Certification (Version 1.0 Build: 1)".

**You will get a confirmation screen for a successful redistribution.**

**Click OK to view redistribution before completing.**

# Labor Redistribution

## Applying a Redistribution

Effort Certification - Windows Internet Explorer

http://oas2.wright.edu:8889/efc/efc-flex/index.html

File Edit View Favorites Tools Help

Effort Certification

Sign Out

Effort Certification Labor Redistribution

Person Search

Initiator

Comments

Routing Queue

Open Items

Person Search

Donald Duck

Labor Redistribution Actions

New Refresh Open Save Copy Delete More Actions Close

Donald Duck

Current Distributions

| COA | Index  | Fund   | Orgn   | Account | Program | Additional Components | Hours | Percent | Amount  |
|-----|--------|--------|--------|---------|---------|-----------------------|-------|---------|---------|
| W   | 242000 | 190000 | 242000 | 614100  | 10005   |                       | 1     | 100     | 3777.42 |

Updated Distributions

| COA | Index  | Fund   | Orgn   | Account | Program | Additional Components | Hours | Percent | Amount  |
|-----|--------|--------|--------|---------|---------|-----------------------|-------|---------|---------|
| W   | 242002 | 190000 | 242002 | 614100  | 10005   |                       | 1     | 100     | 3777.42 |

Click Apply or Delete Updates to start over

Delete Updates Erase Apply Submit

Pay Periods & Earn Codes

2009 MO 5, Sequence 0

X,999691-00,912 Shift 1  
Effective 01-Jan-2009

X,999691-00,HOLIDAY Shift 1  
Effective 01-Jan-2009

X,999691-00,SALARY Shift 1  
Effective 01-Jan-2009

Redistribution Details

2009 MO 5, Sequence 0 :  
01-May-2009 - 31-May-2009

Disposition :  
70, Complete

Status :  
Hours : 1.00  
Amount : \$3,777.42  
Percent : 100.00%

Originator : William Polk  
Post Date : 29-May-2009

Proxy or Superuser

SUNGARD HIGHER EDUCATION

Banner Effort Certification (Version 1.0 Build: 1)

Done

Trusted sites | Protected Mode: Off

100%

# Labor Redistribution

## Submitting a Redistribution

Effort Certification - Windows Internet Explorer

http://oas2.wright.edu:8889/efc/efc-flex/index.html

File Edit View Favorites Tools Help

Effort Certification

Sign Out

Person Search

Initiator

Comments

Routing Queue

Labor Redistribution Actions

New Refresh Open Save Copy Delete More Actions Close

Add Comment

Donald Duck

Current Distributions

| COA | Index  | Fund   | Orgn   | Account | Program | Additional Components | Hours | Percent | Amount  |
|-----|--------|--------|--------|---------|---------|-----------------------|-------|---------|---------|
| W   | 242000 | 190000 | 242000 | 614100  | 10005   |                       | 1     | 100     | 3777.42 |

Click More Actions to add comments

Updated Distributions

| COA | Index  | Fund   | Orgn   | Account | Program | Additional Components | Hours | Percent | Amount  |
|-----|--------|--------|--------|---------|---------|-----------------------|-------|---------|---------|
| W   | 242002 | 190000 | 242002 | 614100  | 10005   |                       | 1     | 100     | 3777.42 |

Click Submit to complete or Erase to start over

Open Items

Person Search

Donald Duck

Pay Periods & Earn Codes

2009 MO 5, Sequence 2

P,999691-00,912 Shift 1  
Effective 01-Jan-2009

P,999691-00,HOLIDAY Shift 1  
Effective 01-Jan-2009

P,999691-00,SALARY Shift 1  
Effective 01-Jan-2009

Redistribution Details

2009 MO 5, Sequence 2 :  
01-May-2009 - 31-May-2009

Disposition :  
47, Pre-Balance Update

Status : Started

Hours : 1.00

Amount : \$3,777.42

Percent : 100.00%

Originator : William Polk

Post Date : 01-Dec-2009

Proxy or Superuser

Delete Updates Erase Apply Submit

SUNGARD HIGHER EDUCATION

Banner Effort Certification (Version 1.0 Build: 1)

Done

Trusted sites | Protected Mode: Off

100%

# Labor Redistribution Redistribution Submitted

The screenshot shows the Effort Certification web application in a Windows Internet Explorer browser. The address bar displays the URL: <http://oas2.wright.edu:8889/efc/efc-flex/index.html>. The application has a sidebar on the left with navigation options: Person Search, Initiator, Comments, and Routing Queue. The main content area is titled "Labor Redistribution" and shows the details for "Donald Duck".

**Current Distributions**

| COA | Index  | Fund   | Orgn   | Account | Program | Additional Components | Hours | Percent | Amount  |
|-----|--------|--------|--------|---------|---------|-----------------------|-------|---------|---------|
| W   | 242000 | 190000 | 242000 | 614100  | 10005   |                       | 1     | 100     | 3777.42 |

**Updated Distributions**

| COA | Index  | Fund   | Orgn   | Account | Program | Additional Components | Hours | Percent | Amount  |
|-----|--------|--------|--------|---------|---------|-----------------------|-------|---------|---------|
| W   | 242002 | 190000 | 242002 | 614100  | 10005   |                       | 1     | 100     | 3777.42 |

A blue box with the text "Disposition is now 48" has an arrow pointing to the "Disposition" field in the "Redistribution Details" panel on the right.

**Redistribution Details**

2009 MO 5, Sequence 2 :  
01-May-2009 - 31-May-2009  
Disposition :  
48, Pre-Approve Update  
Status : Submitted  
Hours : 1.00  
Amount : \$3,777.42  
Percent : 100.00%  
Originator : William Polk  
Post Date : 01-Dec-2009

Buttons at the bottom: Delete Updates, Erase, Apply, Submit.

Footer: SUNGARD HIGHER EDUCATION Banner Effort Certification (Version 1.0 Build: 1)



# Labor Redistribution

## Redistribution Submitted

The screenshot displays the Effort Certification web application in a Windows Internet Explorer browser. The address bar shows the URL <http://oas2.wright.edu:8889/efc/efc-flex/index.html>. The application interface includes a top navigation bar with "Effort Certification" and "Labor Redistribution" tabs, and a "Sign Out" link. A "Person Search" sidebar on the left shows a list of users, with "Donald Duck" selected. The main content area, titled "Labor Redistribution Actions", features a toolbar with options like "New", "Refresh", "Open", "Save", "Copy", "Delete", and "More Actions". A large blue banner at the top of the main area displays "Donald Duck". Below this, a "Routing Queue" section lists three users: Kevin Watson, Sheri Coyle, and Caye Elmore. Each user entry includes their name, group, sequence number, and a "Pending" status with a yellow triangle icon. A blue box with the text "Routing queue created." is overlaid on the right side of the routing queue. On the far right, a "Pay Periods & Earn Codes" sidebar shows a list of pay periods, including "2009 MO 5, Sequence 2". Below this, a "Redistribution Details" sidebar provides information for the selected pay period, such as "Disposition: 48, Pre-Approve Update", "Status: Submitted", "Hours: 1.00", "Amount: \$3,777.42", and "Percent: 100.00%". At the bottom of the sidebar, a "Proxy or Superuser" section indicates "You are acting as a Superuser". The bottom of the application window shows the "SUNGARD HIGHER EDUCATION" logo and the version information "Banner Effort Certification (Version 1.0 Build: 1)". The browser's status bar at the very bottom indicates "Trusted sites | Protected Mode: Off" and a zoom level of "100%".

Effort Certification - Windows Internet Explorer

http://oas2.wright.edu:8889/efc/efc-flex/index.html

File Edit View Favorites Tools Help

Effort Certification

Sign Out

Person Search

Initiator

Comments

Routing Queue

Labor Redistribution Actions

Donald Duck

Kevin Watson

Additional Raj Soin College of Business

Sequence 30.00 Approve

Pending E-mail

Sheri Coyle

Group

Sequence 40.00 Approve

Pending E-mail

Caye Elmore

Group

Sequence 40.00 Approve

Pending E-mail

Jacqueline Robinson

Group

Sequence 40.00 Approve

Pending E-mail

Routing queue created.

Pay Periods & Earn Codes

2009 MO 5, Sequence 2

P,999691-00,912 Shift 1

Effective 01-Jan-2009

P,999691-00,HOLIDAY Shift 1

Effective 01-Jan-2009

P,999691-00,SALARY Shift 1

Effective 01-Jan-2009

Redistribution Details

2009 MO 5, Sequence 2 :

01-May-2009 - 31-May-2009

Disposition :

48, Pre-Approve Update

Status : Submitted

Hours : 1.00

Amount : \$3,777.42

Percent : 100.00%

Proxy or Superuser

You are acting as a Superuser

Add Member

SUNGARD HIGHER EDUCATION

Banner Effort Certification (Version 1.0 Build: 1)

Done

Trusted sites | Protected Mode: Off

100%

# Labor Redistribution

## Standard Redistribution Method

Effort Certification - Windows Internet Explorer

http://oas2.wright.edu:8889/efc/efc-flex/index.html

File Edit View Favorites Tools Help

Effort Certification

Sign Out

Person Search

Initiator

Comments

Routing Queue

Open Items

Person Search

Donald Duck

Labor Redistribution Actions

New Refresh Open Save Copy Delete More Actions Close

Donald Duck

Current Distributions

| COA | Index  | Fund   | Orgn   | Account | Program | Additional Components | Hours  | Percent | Amount   |
|-----|--------|--------|--------|---------|---------|-----------------------|--------|---------|----------|
| W   | 242000 | 190000 | 242000 | 614100  | 10005   |                       | 173.33 | 100     | 11332.27 |

Click pencil icon to edit distribution.

Choose earnings code

Pay Periods & Earn Codes

2009 MO 6, Sequence 0

999691-00,912 Shift 1 Effective 01-Jan-2009

999691-00,SALARY Shift 1 Effective 01-Jan-2009

Redistribution Details

2009 MO 6, Sequence 0 : 01-Jun-2009 - 30-Jun-2009

Disposition : 70, Complete

Status :

Hours : 173.33

Amount : \$11,332.27

Percent : 100.00%

Proxy or Superuser

You are acting as a Superuser

Delete Updates Erase Apply Submit

SUNGARD HIGHER EDUCATION

Banner Effort Certification (Version 1.0 Build: 1)

Done

Trusted sites | Protected Mode: Off

100%

# Labor Redistribution

## Update Distributions Screen

Effort Certification - Windows Internet Explorer

http://oas2.wright.edu:8889/efc/efc-flex/index.html

File Edit View Favorites Tools Help

Effort Certification

Sign Out Help

Effort Certification Labor Redistribution

Person Search

Initiator

Comments

Routing Queue

Labor Redistribution Actions New Refresh Open Save Copy Delete More Actions Close

Pay Periods & Earn Codes

Sequence 0

Shift 1 Effective

LARY Shift 1

n-2009

Update Distributions

COA: W Posting Date Dec 13, 2009 Change All

| Index  | Fund   | Organization | Account | Program | Hours  | Percent | Amount   |
|--------|--------|--------------|---------|---------|--------|---------|----------|
| 242000 | 190000 | 242000       | 614100  | 10005   | 173.33 | 100     | 11332.27 |

Choose Posting Date

Click to change all earnings

Current Summary: Hours: 173.33 Amount: \$11,332.27 Percent: 100%

Updated: Hours: 173.33 Amount: 100% \$11,332.27

Cancel Round Add Line Save

SUNGARD HIGHER EDUCATION

Banner Effort Certification (Version 1.0 Build: 1)

Done

Trusted sites | Protected Mode: Off

100%

# Labor Redistribution

## Update Distributions Screen

Effort Certification - Windows Internet Explorer

http://oas2.wright.edu:8889/efc/efc-flex/index.html

File Edit View Favorites Tools Help

Effort Certification

Sign Out

Help

Effort Certification Labor Redistribution

Person Search

Labor Redistribution Actions: New Refresh Open Save Copy Delete More Actions Close

Pay Periods & Earn Codes

Update Distributions

COA: W Posting Date: Dec 01, 2009 ☐ Change All

| Index  | Fund   | Organization | Account | Program | Hours  | Percent | Amount   |
|--------|--------|--------------|---------|---------|--------|---------|----------|
| 242000 | 190000 | 242000       | 614100  | 10005   | 173.33 | 100     | 11332.27 |
|        |        |              |         |         | 0      | 0       | 0        |

(A) Activity (L) Location (P) Project (C) Cost

Click Add Line to split distribution.

Current Summary: Hours: 173.33 Updated: 173.33 100% \$11,332.27  
Amount: \$11,332.27  
Percent: 100%

Cancel Round Add Line Save

SUNGARD HIGHER EDUCATION Banner Effort Certification (Version 1.0 Build: 1)

Done Trusted sites | Protected Mode: Off 100%

# Labor Redistribution

## Update Distributions Screen

Effort Certification - Windows Internet Explorer

http://oas2.wright.edu:8889/efc/efc-flex/index.html

File Edit View Favorites Tools Help

Effort Certification

Sign Out

Help

Effort Certification Labor Redistribution

Person Search

Initiator

Comments

Routing Queue

Labor Redistribution Actions: New Refresh Open Save Copy Delete More Actions Close

Pay Periods & Earn Codes

Sequence 0

Shift 1 Effective

ARY Shift 1

n-2009

Update Distributions

COA: W Posting Date: Dec 01, 2009 ☐ Change All

| Index  | Fund   | Organization | Account | Program | Hours  | Percent | Amount   |
|--------|--------|--------------|---------|---------|--------|---------|----------|
| 242000 | 190000 | 242000       | 614100  | 10005   | 173.33 | 100     | 11332.27 |
| 6674   | ***    | ***          | ***     | ***     | 0      | 0       | 0        |
| 667402 |        |              |         |         |        |         |          |
| 667407 |        |              |         |         |        |         |          |
| 667409 |        |              |         |         |        |         |          |
| 667411 |        |              |         |         |        |         |          |
| 667414 |        |              |         |         |        |         |          |
| 667415 |        |              |         |         |        |         |          |
| 667416 |        |              |         |         |        |         |          |

Activity (L) Location (P) Project (C) Cost

\*\*\*

Start typing in index code...

Current Summary: Hours: 173.33 Updated: 173.33 100% \$11,332.27

Amount: \$11,332.27

Percent: 100%

Cancel Round Add Line Save

Delete Updates Erase Apply Submit

SUNGARD HIGHER EDUCATION

Banner Effort Certification (Version 1.0 Build: 1)

Done

Trusted sites | Protected Mode: Off

100%

# Labor Redistribution

## Update Distributions Screen

Effort Certification - Windows Internet Explorer

http://oas2.wright.edu:8889/efc/efc-flex/index.html

File Edit View Favorites Tools Help

Effort Certification

Effort Certification Labor Redistribution

...or select drop down list

Update Distributions

COA: W Posting Date: Dec 01, 2009

Change All

| Index  | Fund   | Organization | Account | Program | Hours | Percent | Amount   |
|--------|--------|--------------|---------|---------|-------|---------|----------|
| 242000 | 190000 | 242000       |         |         | 3     | 100     | 11332.27 |
|        |        |              |         |         | 0     | 0       | 0        |

(A) Activity (L) Location

Current Summary:

Hours: 3 Amount: 11332.27 Percent: 100%

Available Index Codes

| Code   | Title                              |
|--------|------------------------------------|
| 260026 | Cost Share on 667418 ADVANCE       |
| 667411 | Production Rates of Thermal-Ener   |
| 667414 | Business First Program             |
| 667415 | Academic Admin Units Primary Car   |
| 667416 | Derm Clinical Research Fellowship; |
| 667418 | Footsteps of Katharine Wright - N  |

Cancel Select

Cancel Round Add Line Save

SUNGARD HIGHER EDUCATION Banner Effort Certification (Version 1.0 Build: 1)

Done Trusted sites | Protected Mode: Off 100%

# Labor Redistribution

## Update Distributions Screen

Effort Certification - Windows Internet Explorer

http://oas2.wright.edu:8889/efc/efc-flex/index.html

File Edit View Favorites Tools Help

Effort Certification

Sign Out

Effort Certification Labor Redistribution

Person Search

Initiator

Comments

Routing Queue

Labor Redistribution Actions

Update Distributions

COA: W Posting Date: Dec 01, 2009

Change All

| Index  | Fund   | Organization | Account | Program | Hours  | Percent | Amount   |
|--------|--------|--------------|---------|---------|--------|---------|----------|
| 242000 | 190000 | 242000       | 614100  | 10005   | 173.33 | 100     | 11332.27 |
| 667414 | 667414 | 240000       |         | 30070   | 0      | 0       | 0        |

(A) Activity (L) Location (P) Project (C) Cost

Hit enter or tab and then fill in account code

Current Summary: Hours: 173.33 Amount: \$11,332.27 Percent: 100%

Updated: Hours: 173.33 Amount: \$11,332.27 Percent: 100%

Cancel Round Add Line Save

SUNGARD HIGHER EDUCATION

Banner Effort Certification (Version 1.0 Build: 1)

Done

Trusted sites | Protected Mode: Off

100%

# Labor Redistribution

## Update Distributions Screen

Effort Certification - Windows Internet Explorer

http://oas2.wright.edu:8889/efc/efc-flex/index.html

File Edit View Favorites Tools Help

Effort Certification

Sign Out

Effort Certification Labor Redistribution

Person Search

Initiator

Comments

Routing Queue

Labor Redistribution Actions

Update Distributions

COA: W Posting Date: Dec 01, 2009

Change All

| Index  | Fund   | Organization | Account | Program | Hours  | Percent | Amount   |
|--------|--------|--------------|---------|---------|--------|---------|----------|
| 242000 | 190000 | 242000       | 614100  | 10005   | 173.33 | 100     | 11332.27 |
| 667414 | 667414 | 240000       | 614100  | 30070   | 0      | 20      | 0        |

(A) Activity (L) Location (P) Project (C) Cost

FOAPAL can be split by Hours, Pct or Amount;  
Multiple lines can be added.

Current Summary: Hours: 173.33 Amount: \$11,332.27 Percent: 100%

Updated: Hours: 173.33 Percent: 100% Amount: \$11,332.27

Cancel Round Add Line Save

SUNGARD HIGHER EDUCATION

Banner Effort Certification (Version 1.0 Build: 1)

Done

Trusted sites | Protected Mode: Off

100%



# Labor Redistribution Update Distributions Screen

Effort Certification - Windows Internet Explorer

http://oas2.wright.edu:8889/efc/efc-flex/index.html

File Edit View Favorites Tools Help

Effort Certification

Click drop down arrow to edit original distribution.  
Current and Updated distribution totals don't equal.

Update Distributions

COA: W Posting Date: Dec 01, 2009 ☐ Change All

| Index                                                                 | Fund   | Organization | Account | Program | Hours  | Percent | Amount   |
|-----------------------------------------------------------------------|--------|--------------|---------|---------|--------|---------|----------|
| 242000                                                                | 190000 | 242000       | 614100  | 10005   | 173.33 | 100     | 11332.27 |
| <div>(A) Activity (L) Location (P) Project (C) Cost</div> <div></div> |        |              |         |         |        |         |          |
| 667414                                                                | 667414 | 240000       | 614100  | 30070   | 34.67  | 20      | 2266.45  |
| <div>(A) Activity (L) Location (P) Project (C) Cost</div> <div></div> |        |              |         |         |        |         |          |

**Current Summary:** Hours: 173.33 Amount: \$11,332.27 Percent: 100%

**Updated:** 208 120% \$13,598.72

Cancel Round Add Line Save

SUNGARD<sup>®</sup>HIGHER EDUCATION

Banner Effort Certification (Version 1.0 Build: 1)

Done Trusted sites | Protected Mode: Off 100%

# Labor Redistribution

## Update Distributions Screen

Effort Certification - Windows Internet Explorer

http://oas2.wright.edu:8889/efc/efc-flex/index.html

File Edit View Favorites Tools Help

Effort Certification

Sign Out

Help

Select Hrs, Pct or Amt and click Round button.  
Current now equals updated distribution totals.

Update Distributions

COA: W Posting Date: Dec 01, 2009 ☐ Change All

| Index                                          | Fund   | Organization | Account | Program | Hours  | Percent | Amount   |
|------------------------------------------------|--------|--------------|---------|---------|--------|---------|----------|
| 242000                                         | 190000 | 242000       | 614100  | 10005   | 138.66 | 80      | 9,655.82 |
| (A) Activity (L) Location (P) Project (C) Cost |        |              |         |         |        |         |          |
| 667414                                         | 667414 | 240000       | 614100  | 30070   | 34.67  | 20      | 2266.45  |
| (A) Activity (L) Location (P) Project (C) Cost |        |              |         |         |        |         |          |

**Current Summary:** Hours: 173.33 Amount: \$11,332.27 Percent: 100%

**Updated:** Hours: 173.33 Amount: \$11,332.27 Percent: 100%

Cancel Round Add Line Save

SUNGARD HIGHER EDUCATION

Banner Effort Certification (Version 1.0 Build: 1)

Done

Trusted sites | Protected Mode: Off

100%

# Labor Redistribution

## Update Distributions Screen

Effort Certification - Windows Internet Explorer

http://oas2.wright.edu:8889/efc/efc-flex/index.html

File Edit View Favorites Tools Help

Effort Certification

Sign Out Help

Effort Certification Labor Redistribution

Person Search Labor Redistribution Actions New Refresh Open Save Copy Delete More Actions Close

Pay Periods & Earn Codes

Update Distributions

COA: W Posting Date: Dec 01, 2009 ☐ Change All

| Index                                                     | Fund   | Organization | Account | Program | Hours  | Percent | Amount  |
|-----------------------------------------------------------|--------|--------------|---------|---------|--------|---------|---------|
| 242000                                                    | 190000 | 242000       | 614100  | 10005   | 138.66 | 80      | 9065.82 |
| <div>(A) Activity (L) Location (P) Project (C) Cost</div> |        |              |         |         |        |         |         |
| 667414                                                    | 667414 | 240000       | 614100  | 30070   | 34.67  | 20      | 2266.45 |
| <div>(A) Activity (L) Location (P) Project (C) Cost</div> |        |              |         |         |        |         |         |

Current Summary: Hours: 173.33 Updated: 173.33 100% \$11,332.27

Amount: \$11,332.27 Percent: 100%

Cancel Round Add Line Save

SUNGARD HIGHER EDUCATION Banner Effort Certification (Version 1.0 Build: 1)

Done Trusted sites | Protected Mode: Off 100%

Visually confirm that Current Summary matches Updated totals for Hours, Percent and Amount. Click Save to continue.

# Labor Redistribution

## Applying and Submitting

Effort Certification - Windows Internet Explorer

http://oas2.wright.edu:8889/efc/efc-flex/index.html

File Edit View Favorites Tools Help

Effort Certification

Sign Out

Effort Certification Labor Redistribution

Person Search

Initiator

Comments

Routing Queue

Open Items

Person Search

Donald Duck

Labor Redistribution Actions

New Refresh Open Save Copy Delete More Actions Close

Donald Duck

Current Distributions

| COA | Index  | Fund   | Orgn   | Account | Program | Additional Components | Hours  | Percent | Amount   |
|-----|--------|--------|--------|---------|---------|-----------------------|--------|---------|----------|
| W   | 242000 | 190000 | 242000 | 614100  | 10005   |                       | 173.33 | 100     | 11332.27 |

Follow previous steps for applying and submitting redistribution

Updated Distributions

| COA | Index  | Fund   | Orgn   | Account | Program | Additional Components | Hours  | Percent | Amount  |
|-----|--------|--------|--------|---------|---------|-----------------------|--------|---------|---------|
| W   | 242000 | 190000 | 242000 | 614100  | 10005   |                       | 138.66 | 80      | 9065.82 |
| W   | 667414 | 667414 | 240000 | 614100  | 30070   |                       | 34.67  | 20      | 2266.45 |

Pay Periods & Earn Codes

2009 MO 6, Sequence 0

999691-00,912 Shift 1 Effective 01-Jan-2009

X,999691-00,SALARY Shift 1 Effective 01-Jan-2009

Redistribution Details

2009 MO 6, Sequence 0 : 01-Jun-2009 - 30-Jun-2009

Disposition : 70, Complete

Status : Hours : 173.33 Amount : \$11,332.27 Percent : 100.00%

Proxy or Superuser

You are acting as a Superuser

Delete Updates Erase Apply Submit

SUNGARD HIGHER EDUCATION

Banner Effort Certification (Version 1.0 Build: 1)

Done

Trusted sites | Protected Mode: Off

100%

# Labor Redistribution

## Posting Date

- Keep at default date unless at fiscal year end
- At fiscal year end follow published instructions

The screenshot shows a software window titled "Update Distributions". At the top left, it says "COA: W". In the center, there is a "Posting Date" field with the value "Dec 13, 2009" and a calendar icon to its right. To the right of this field is a checkbox labeled "Change All". Below these elements is a table with the following columns: Index, Fund, Organization, Amount, Program, Hours, Percent, and Amount. The first row of data has the following values: Index 242000, Fund 190000, Organization 242000, Amount 614100, Program 10005, Hours 173.33, Percent 100, and Amount 11332.27. Below the table, there is a "Current Summary:" section with the following values: Hours: 173.33, Amount: \$11,332.27, and Percent: 100%. To the right of this is an "Updated:" section with the following values: Hours: 173.33, Percent: 100%, and Amount: \$11,332.27. At the bottom right of the window are four buttons: "Cancel", "Round", "Add Line", and "Save".

| Index  | Fund   | Organization | Amount | Program | Hours  | Percent | Amount   |
|--------|--------|--------------|--------|---------|--------|---------|----------|
| 242000 | 190000 | 242000       | 614100 | 10005   | 173.33 | 100     | 11332.27 |

**Current Summary:** Hours: 173.33, Amount: \$11,332.27, Percent: 100%

**Updated:** Hours: 173.33, Percent: 100%, Amount: \$11,332.27

# Labor Redistribution

## Contact Information

- For help contact the Help Desk at [helpdesk@wright.edu](mailto:helpdesk@wright.edu), 4827
- You may also contact Bill Polk at [william.polk@wright.edu](mailto:william.polk@wright.edu), x2137 or Teresa Kramer at [teresa.kramer@wright.edu](mailto:teresa.kramer@wright.edu), x2893