



Welcome to Dynamic Budgets e-Learning Tutorial.

**Welcome to**



**e-Learning Tutorial.**



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How to Change a Salary Pay Cycle. Purpose: This guide will show you how to change the pay cycle for salaried staff from once a month to 26 pay periods, or # of working days per fiscal month.

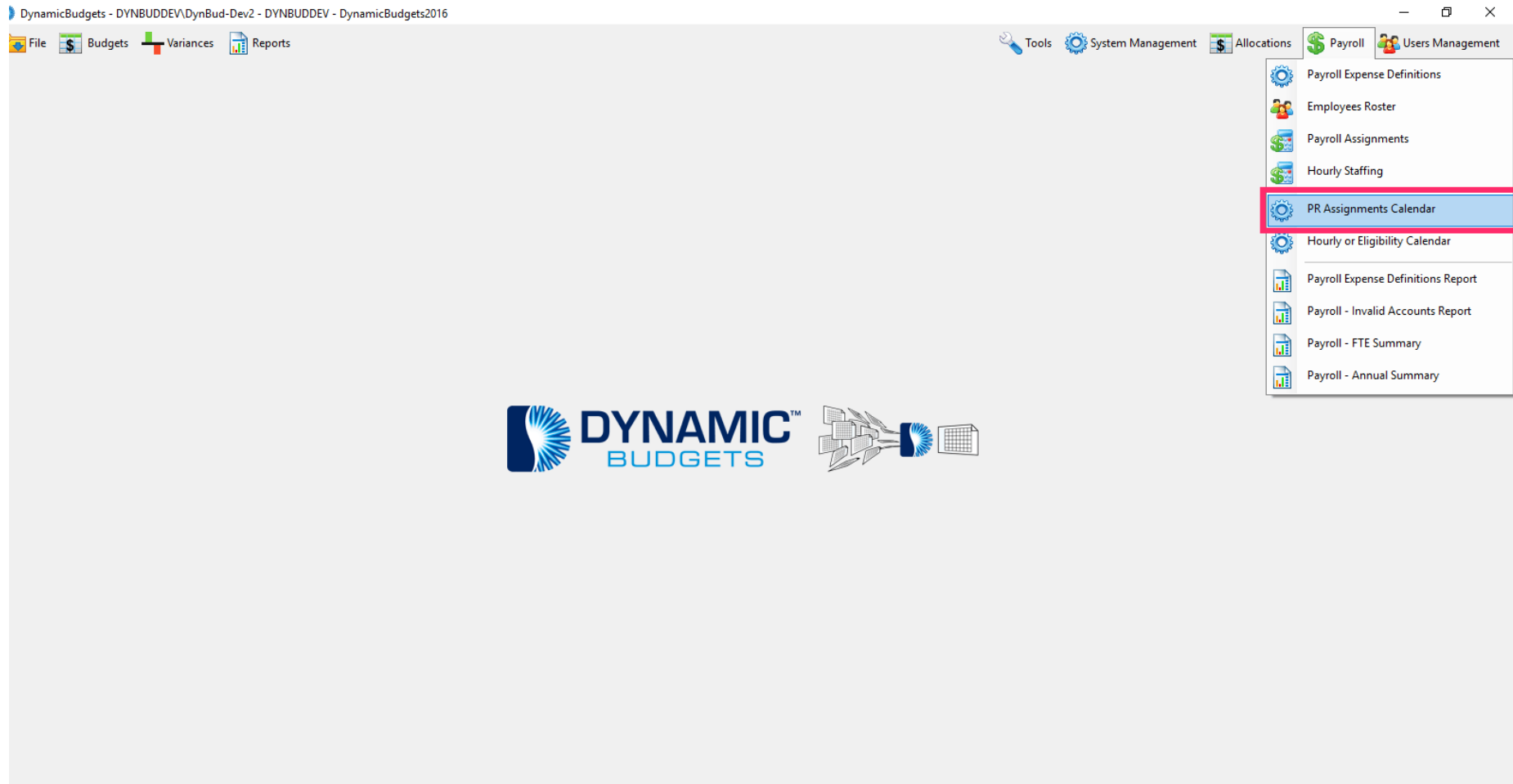


## How to Change a Salary Pay Cycle

Purpose: This guide will show you how to change the pay cycle for salaried staff from once a month to 26 pay periods, or # of working days per fiscal month.



Click on the Payroll menu dropdown and choose the PR Assignments Calendar.





Click on the BudgetID dropdown list. For this example, click **2017 Monthly**. Note: We will highlight how to change the setup for two scenarios.

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Payroll Expense Definitions PR Assignments Calendar

**PR Assignments Calendar**

CompanyDB\* The WorldOnline BudgetID None

Save Delete Duplicate Pay Case

Specifying the number of Pay Periods per Fiscal Period is Critical. The number of pay periods per fiscal period can be used to specify the number of pay periods per fiscal period, please specify the relative number of pay periods per fiscal period (e.g., 12 for 12 months, 12 for 12 months, 12 for 12 months, etc.). If using a fiscal calendar, please designate which period # (e.g., 1 for January, 2 for February, etc.).

None  
None  
LongTerm Care  
ELIM  
ISC  
Natalie  
2014 FCAST  
kurt v2  
v2 0217  
**2017 Monthly**  
2019 v43  
2017 Annual Budget

will assume that Annual Salary will be evenly split by the number of fiscal periods defined in the company configuration. If you budget payroll expense evenly across all fiscal periods you do not need to use this screen. This Pay Period configuration screen can be used to specify the number of pay periods per fiscal period, please specify the relative number of pay periods per fiscal period (e.g., 12 for 12 months, 12 for 12 months, 12 for 12 months, etc.). If using a fiscal calendar, please designate which period # (e.g., 1 for January, 2 for February, etc.).

| Fiscal Period# | Period Label | Number of PayPeriods | Designate 1st period # (e.g., 1 for January, 2 for February, etc.) |
|----------------|--------------|----------------------|--|
| P01            | Jan          | 1                    | January P01  |
| P02            | Feb          | 1                    |  |
| P03            | Mar          | 1                    |  |
| P04            | Apr          | 1                    |  |
| P05            | May          | 1                    |  |
| P06            | Jun          | 1                    |  |
| P07            | Jul          | 1                    |  |
| P08            | Aug          | 1                    |  |
| P09            | Sep          | 1                    |  |
| P10            | Oct          | 1                    |  |
| P11            | Nov          | 1                    |  |
| P12            | Dec          | 1                    |  |
| Total          |              | 12                   |  |



**Scenario One:** To change the pay periods to 26 periods, change the number of PayPeriods per Fiscal Period from 1 per Fiscal Period to a total of 26.

CompanyDB\* The WorldOnline BudgetID 2017 Monthly

Save | Delete | Duplicate Pay Calendar

Specifying the number of Pay Periods per Fiscal Period is Optional. By default the application will assume that Annual Salary will be evenly split by the number of fiscal periods defined in the company configuration. If you budget payroll expense evenly across all fiscal periods you do not need to use this screen. This Pay Period configuration screen can be used to specify the number of pay periods in a fiscal period for those who budget on a cash basis, or can accommodate the number of business days per fiscal period for those concerned about budgeting on an accrual basis. Should you need to custom define variable number of pay periods or working days per each fiscal period, please specify the relative number of "pay periods" below.  
If using a fiscal calendar, please designate which period # represents the start of the year (January) for tax liability calculations.

| Fiscal Period# | Period Label | Number of PayPeriods |
|----------------|--------------|----------------------|
| P01            | Jan          | 2                    |
| P02            | Feb          | 2                    |
| P03            | Mar          | 2                    |
| P04            | Apr          | 3                    |
| P05            | May          | 2                    |
| P06            | Jun          | 2                    |
| P07            | Jul          | 2                    |
| P08            | Aug          | 2                    |
| P09            | Sep          | 2                    |
| P10            | Oct          | 3                    |
| P11            | Nov          | 2                    |
| P12            | Dec          | 2                    |
| Total          |              | 26                   |

Please designate 1st period #  
Calendar Year Start (January).

January P01



Click on **Save**.

CompanyDB\* The WorldOnline BudgetID 2017 Monthly

Save Delete | Duplicate Pay Calendar

Specifying the number of Pay Periods per Fiscal Period is Optional. By default the application will assume that Annual Salary will be evenly split by the number of fiscal periods defined in the company configuration. If you budget payroll expense evenly across all fiscal periods you do not need to use this screen. This Pay Period configuration screen can be used to specify the number of pay periods in a fiscal period for those who budget on a cash basis, or can accommodate the number of business days per fiscal period for those concerned about budgeting on an accrual basis. Should you need to custom define variable number of pay periods or working days per each fiscal period, please specify the relative number of "pay periods" below.  
If using a fiscal calendar, please designate which period # represents the start of the year (January) for tax liability calculations.

| Fiscal Period # | Period Label | Number of PayPeriods |
|-----------------|--------------|----------------------|
| P01             | Jan          | 2                    |
| P02             | Feb          | 2                    |
| P03             | Mar          | 2                    |
| P04             | Apr          | 3                    |
| P05             | May          | 2                    |
| P06             | Jun          | 2                    |
| P07             | Jul          | 2                    |
| P08             | Aug          | 2                    |
| P09             | Sep          | 2                    |
| P10             | Oct          | 3                    |
| P11             | Nov          | 2                    |
| P12             | Dec          | 2                    |
| Total           |              | 26                   |

Please designate 1st period #  
Calendar Year Start (January).  
January P01



**Scenario Two:** To change the # of Calendar or Working days, change the number of PayPeriods per Fiscal Period from 1 per Fiscal Period to the relevant number of calendar or working days in each fiscal period.

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Payroll Expense Definitions PR Assignments Calendar

**PR Assignments Calendar**

CompanyDB\* The WorldOnline BudgetID 2017 Monthly

Save Delete Duplicate Pay Calendar

Specifying the number of Pay Periods per Fiscal Period is Optional. By default the application will assume that Annual Salary will be evenly split by the number of fiscal periods defined in the company configuration. If you budget payroll expense evenly across all fiscal periods you do not need to use this screen. This Pay Period configuration screen can be used to specify the number of pay periods in a fiscal period for those who budget on a cash basis, or can accommodate the number of business days per fiscal period for those concerned about budgeting on an accrual basis. Should you need to custom define variable number of pay periods or working days per each fiscal period, please specify the relative number of "pay periods" below.  
If using a fiscal calendar, please designate which period # represents the start of the year (January) for tax liability calculations.

| Fiscal Period # | Period Label | Number of PayPeriods |
|-----------------|--------------|----------------------|
| P01             | Jan          | 31                   |
| P02             | Feb          | 28                   |
| P03             | Mar          | 31                   |
| P04             | Apr          | 30                   |
| P05             | May          | 31                   |
| P06             | Jun          | 30                   |
| P07             | Jul          | 31                   |
| P08             | Aug          | 31                   |
| P09             | Sep          | 30                   |
| P10             | Oct          | 31                   |
| P11             | Nov          | 30                   |
| P12             | Dec          | 31                   |
| Total           |              | 365                  |

Please designate 1st period #  
Calendar Year Start (January).

January P01





Click on **Save**. Note: This has only updated the calendar but has not recalculated any of the payroll transactions.

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Payroll Expense Definitions PR Assignments Calendar

**PR Assignments Calendar**

CompanyDB\* The WorldOnline BudgetID 2017 Monthly

**Save** | **Delete** | Duplicate Pay Calendar

Specifying the number of Pay Periods per Fiscal Period is Optional. By default the application will assume that Annual Salary will be evenly split by the number of fiscal periods defined in the company configuration. If you budget payroll expense evenly across all fiscal periods you do not need to use this screen. This Pay Period configuration screen can be used to specify the number of pay periods in a fiscal period for those who budget on a cash basis, or can accommodate the number of business days per fiscal period for those concerned about budgeting on an accrual basis. Should you need to custom define variable number of pay periods or working days per each fiscal period, please specify the relative number of "pay periods" below.  
If using a fiscal calendar, please designate which period # represents the start of the year (January) for tax liability calculations.

| Fiscal Period# | Period Label | Number of PayPeriods |
|----------------|--------------|----------------------|
| P01            | Jan          | 31                   |
| P02            | Feb          | 28                   |
| P03            | Mar          | 31                   |
| P04            | Apr          | 30                   |
| P05            | May          | 31                   |
| P06            | Jun          | 30                   |
| P07            | Jul          | 31                   |
| P08            | Aug          | 31                   |
| P09            | Sep          | 30                   |
| P10            | Oct          | 31                   |
| P11            | Nov          | 30                   |
| P12            | Dec          | 31                   |
| Total          |              | 365                  |

Please designate 1st period #  
Calendar Year Start (January).

January P01



The next steps will apply the calendar changes and recalculate payroll. Now Click **Payroll** dropdown menu and choose **Payroll Expense Definitions**.

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**Payroll Assignments**

CompanyDB: The WorldOnline BudgetID: 2017 Monthly EmployeeID: EmployeeName: OrgUnit: 100 - La Palma Search

Save Delete Add All Employees Append 50 rows Recalc Projections

For given CompanyDB - BudgetID, you may define payroll expense for an employee only once, OrgUnit Rollup, OrgUnit, ActNum are mandatory  
If a red warning message shows in the row header, you have skipped mandatory fields

| EmployeeID | Employee Name | Notes | Files | HRCompany | Department | JobTitle | OrgUnit | ActNum | AnnualSalary | Base Rate ppd | Rate 1 %Change | New Rate 1 | New Rate 1 Effective Period | New Annualized Salary 1 |
|------------|---------------|-------|-------|-----------|------------|----------|---------|--------|--------------|---------------|----------------|------------|-----------------------------|-------------------------|
|            |               |       |       |           |            |          |         |        |              |               |                |            |                             |                         |

**Payroll Expense Definitions**

- Employees Roster
- Payroll Assignments
- Hourly Staffing
- PR Assignments Calendar
- Hourly or Eligibility Calendar
- Payroll Expense Definitions Report
- Payroll - Invalid Accounts Report
- Payroll - FTE Summary
- Payroll - Annual Summary



Click on the CompanyDB dropdown list. In this example, select **The WorldOnline**.

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### Payroll Expense Definitions

CompanyDB: **The WorldOnline** BudgetID: 2017 Monthly Search Recalculate Payroll Trx

Save Changes Delete Selected Duplicate Definitions Add Options Rows

| SortOrder | FieldName | FieldLabel | CalcType | Object | Account (optional) | HasOptions | Active | Taxable | Mandatory | Hourly Prorated | Eligible Date Field | Input Field | Notes | Attachments | OptionName | OptionValue | FiscalPeriod | WageLimit | Max |
|-----------|-----------|------------|----------|--------|--------------------|------------|--------|---------|-----------|-----------------|---------------------|-------------|-------|-------------|------------|-------------|--------------|-----------|-----|
| *         |           |            |          |        |                    |            |        |         |           |                 |                     |             |       |             |            |             |              |           |     |



Click on the BudgetID dropdown list. In this example, select **2017 Monthly**.

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File Budgets Variances Reports Tools System Management Allocations Payroll Users Management

**Payroll Expense Definitions**

CompanyDB: The WorldOnline BudgetID: 2017 Monthly Search Recalculate Payroll Trx

Save Changes Delete Selected Duplicate Add Options Rows

Expense Definitions Hourly Staffing Field Mapping

| SortOrder | FieldName | FieldLabel | Account (optional) | HasOptions | Active | Taxable | Mandatory | Hourly Prorated | Eligible Date Field | Input Field | Notes | Attachments | OptionName | OptionValue | FiscalPeriod | WageLimit | Max |
|-----------|-----------|------------|--------------------|------------|--------|---------|-----------|-----------------|---------------------|-------------|-------|-------------|------------|-------------|--------------|-----------|-----|
| *         |           |            |                    |            |        |         |           |                 |                     |             |       |             |            |             |              |           |     |

**BudgetID Dropdown List:**

- 2017 Monthly
- LongTerm Care
- ELIM
- TSC
- Kurt
- Natalie
- 2014 FCAST
- kurt v2
- v2 0217
- 2017 Monthly
- 2019 v43
- Terry
- 2017 Annual Budget



Click on **Search**.

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Payroll Assignments Payroll Expense Definitions

**Payroll Expense Definitions**

CompanyDB: The WorldOnline BudgetID: 2017 Monthly **Search** Recalculate Payroll Trx

Save Changes Delete Selected Duplicate Definitions Add Options Rows

Expense Definitions Hourly Staffing Field Mapping

| SortOrder | FieldName | FieldLabel | CalcType | Object | Account (optional) | HasOptions | Active | Taxable | Mandatory | Hourly Prorated | Eligible Date Field | Input Field | Notes | Attachments |
|-----------|-----------|------------|----------|--------|--------------------|------------|--------|---------|-----------|-----------------|---------------------|-------------|-------|-------------|
| *         |           |            |          |        |                    |            |        |         |           |                 |                     |             |       |             |

| OptionName | OptionValue | FiscalPeriod | WageLimit | Max |
|------------|-------------|--------------|-----------|-----|
| *          |             |              |           |     |



Click on the **Recalculate Payroll Trx** button.

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Payroll Assignments Payroll Expense Definitions

**Payroll Expense Definitions**

CompanyDB: The WorldOnline BudgetID: 2017 Monthly Search **Recalculate Payroll Trx**

Save Changes Delete Selected Duplicate Definitions Add Options Rows

Expense Definitions Hourly Staffing Field Mapping

| SortOrder | FieldName | FieldLabel | CalcType | Object | Account (optional) | HasOptions | Active | Taxable | Mandatory | Hourly Prorated | Eligible Date Field | Input Field | Notes | Attachments |
|-----------|-----------|------------|----------|--------|--------------------|------------|--------|---------|-----------|-----------------|---------------------|-------------|-------|-------------|
| 0         | Field1    |            |          |        |                    |            |        |         |           |                 | None                |             |       |             |
| 0         | Field2    |            |          |        |                    |            |        |         |           |                 | None                |             |       |             |
| 0         | Field3    |            |          |        |                    |            |        |         |           |                 | None                |             |       |             |
| 0         | Field4    |            |          |        |                    |            |        |         |           |                 | None                |             |       |             |
| 0         | Field5    |            |          |        |                    |            |        |         |           |                 | None                |             |       |             |
| 0         | Field6    |            |          |        |                    |            |        |         |           |                 | None                |             |       |             |
| 0         | Field7    |            |          |        |                    |            |        |         |           |                 | None                |             |       |             |
| 0         | Field8    |            |          |        |                    |            |        |         |           |                 | None                |             |       |             |
| 0         | Field9    |            |          |        |                    |            |        |         |           |                 | None                |             |       |             |
| 0         | Field10   |            |          |        |                    |            |        |         |           |                 | None                |             |       |             |
| 0         | Field11   |            |          |        |                    |            |        |         |           |                 | None                |             |       |             |
| 0         | Field12   |            |          |        |                    |            |        |         |           |                 | None                |             |       |             |
| 0         | Field13   |            |          |        |                    |            |        |         |           |                 | None                |             |       |             |
| 0         | Field14   |            |          |        |                    |            |        |         |           |                 | None                |             |       |             |
| 0         | Field15   |            |          |        |                    |            |        |         |           |                 | None                |             |       |             |
| 0         | Field16   |            |          |        |                    |            |        |         |           |                 | None                |             |       |             |
| 0         | Field17   |            |          |        |                    |            |        |         |           |                 | None                |             |       |             |
| 0         | Field18   |            |          |        |                    |            |        |         |           |                 | None                |             |       |             |
| 0         | Field19   |            |          |        |                    |            |        |         |           |                 | None                |             |       |             |
| 0         | Field20   |            |          |        |                    |            |        |         |           |                 | None                |             |       |             |

| OptionName | Option Value | FiscalPeriod | WageLimit | Max1 |
|------------|--------------|--------------|-----------|------|
|            | 0            |              |           |      |
| *          |              |              |           |      |



A message will appear that reads, **Do you wish to recalculate all payroll transactions for all employees in this budget? This operation could take a long time, please be patient.** Click **Yes**.

Payroll Assignments | Payroll Expense Definitions

**Payroll Expense Definitions**

CompanyDB: The WorldOnline | BudgetID: 2017 Monthly | Search | Recalculate Payroll Trx

Save Changes | Delete Selected | Duplicate Definitions | Add Options Rows

Expense Definitions | Hourly Staffing Field Mapping

| SortOrder | FieldName | FieldLabel | CalcType | Object | Account (optional) | HasOptions | Active | Taxable | Mandatory | Hourly Prorated | Eligible Date Field | Input Field | Notes | Attachments |
|-----------|-----------|------------|----------|--------|--------------------|------------|--------|---------|-----------|-----------------|---------------------|-------------|-------|-------------|
| 0         | Field1    |            |          |        |                    |            |        |         |           |                 | None                |             |       |             |
| 0         | Field2    |            |          |        |                    |            |        |         |           |                 | None                |             |       |             |
| 0         | Field3    |            |          |        |                    |            |        |         |           |                 | None                |             |       |             |
| 0         | Field4    |            |          |        |                    |            |        |         |           |                 | None                |             |       |             |
| 0         | Field5    |            |          |        |                    |            |        |         |           |                 | None                |             |       |             |
| 0         | Field6    |            |          |        |                    |            |        |         |           |                 | None                |             |       |             |
| 0         | Field7    |            |          |        |                    |            |        |         |           |                 | None                |             |       |             |
| 0         | Field8    |            |          |        |                    |            |        |         |           |                 | None                |             |       |             |
| 0         | Field9    |            |          |        |                    |            |        |         |           |                 | None                |             |       |             |
| 0         | Field10   |            |          |        |                    |            |        |         |           |                 | None                |             |       |             |
| 0         | Field11   |            |          |        |                    |            |        |         |           |                 | None                |             |       |             |
| 0         | Field12   |            |          |        |                    |            |        |         |           |                 | None                |             |       |             |
| 0         | Field13   |            |          |        |                    |            |        |         |           |                 | None                |             |       |             |
| 0         | Field14   |            |          |        |                    |            |        |         |           |                 | None                |             |       |             |
| 0         | Field15   |            |          |        |                    |            |        |         |           |                 | None                |             |       |             |
| 0         | Field16   |            |          |        |                    |            |        |         |           |                 | None                |             |       |             |
| 0         | Field17   |            |          |        |                    |            |        |         |           |                 | None                |             |       |             |
| 0         | Field18   |            |          |        |                    |            |        |         |           |                 | None                |             |       |             |
| 0         | Field19   |            |          |        |                    |            |        |         |           |                 | None                |             |       |             |
| 0         | Field20   |            |          |        |                    |            |        |         |           |                 | None                |             |       |             |

Confirm

Do you wish to recalculate all payroll transactions for all employees in this budget?

This operation could take a long time, please be patient

Yes No

| OptionName | Option Value | FiscalPeriod | WageLimit | Max1 |
|------------|--------------|--------------|-----------|------|
| *          | 0            |              |           |      |

2:54 PM 1/8/2018



A message will appear that reads, **recalculate payroll projections completed successfully unless errors, were listed in the log screen.** If there, were errors, contact Dynamic Budgets support for assistance. Click **OK**.

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File Budgets Variances Reports

Payroll Assignments Payroll Expense Definitions

CompanyDB The WorldOnline BudgetID 2017 Monthly Search Recalculate Payroll Trx

Save Changes Delete Selected Duplicate Definitions Add Options Rows

Expense Definitions Hourly Staffing Field Mapping

| SortOrder | FieldName | FieldLabel | CalcType | Object | Account (optional) | HasO |
|-----------|-----------|------------|----------|--------|--------------------|------|
| 0         | Field1    |            |          |        |                    |      |
| 0         | Field2    |            |          |        |                    |      |
| 0         | Field3    |            |          |        |                    |      |
| 0         | Field4    |            |          |        |                    |      |
| 0         | Field5    |            |          |        |                    |      |
| 0         | Field6    |            |          |        |                    |      |
| 0         | Field7    |            |          |        |                    |      |
| 0         | Field8    |            |          |        |                    |      |
| 0         | Field9    |            |          |        |                    |      |
| 0         | Field10   |            |          |        |                    |      |
| 0         | Field11   |            |          |        |                    |      |
| 0         | Field12   |            |          |        |                    |      |
| 0         | Field13   |            |          |        |                    |      |
| 0         | Field14   |            |          |        |                    |      |
| 0         | Field15   |            |          |        |                    |      |
| 0         | Field16   |            |          |        |                    |      |
| 0         | Field17   |            |          |        |                    |      |
| 0         | Field18   |            |          |        |                    |      |
| 0         | Field19   |            |          |        |                    |      |
| 0         | Field20   |            |          |        |                    |      |

Message

Recalculate payroll projections completed successfully, please check log for more details

OK

Log

SavePayrollExpense - completed with no errors

SaveHourlyStaffing - completed with no errors

| OptionName | Option Value | FiscalPeriod | WageLimit | MaxT |
|------------|--------------|--------------|-----------|------|
|            | 0            |              |           |      |
| *          |              |              |           |      |





Note: The conversion of the Payroll Calendar Pay Periods are complete and you should have recalculated all payroll transactions for both Hourly and Salary staff.

Payroll Assignments Payroll Expense Definitions

CompanyDB The WorldOnline BudgetID 2017 Monthly Search Recalculate Payroll Trx

Save Changes Delete Selected Duplicate Definitions Add Options Rows

Expense Definitions Hourly Staffing Field Mapping

| SortOrder | FieldName | FieldLabel | CalcType | Object | Account (optional) | HasOptions               | Active                   | Taxable                  | Mandatory                | Hourly Prorated          | Eligible Date Field | Input Field | Notes | Attachments |
|-----------|-----------|------------|----------|--------|--------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|---------------------|-------------|-------|-------------|
| 0         | Field 1   |            |          |        |                    | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | None                |             |       |             |
| 0         | Field2    |            |          |        |                    | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | None                |             |       |             |
| 0         | Field3    |            |          |        |                    | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | None                |             |       |             |
| 0         | Field4    |            |          |        |                    | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | None                |             |       |             |
| 0         | Field5    |            |          |        |                    | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | None                |             |       |             |
| 0         | Field6    |            |          |        |                    | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | None                |             |       |             |
| 0         | Field7    |            |          |        |                    | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | None                |             |       |             |
| 0         | Field8    |            |          |        |                    | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | None                |             |       |             |
| 0         | Field9    |            |          |        |                    | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | None                |             |       |             |
| 0         | Field10   |            |          |        |                    | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | None                |             |       |             |
| 0         | Field11   |            |          |        |                    | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | None                |             |       |             |
| 0         | Field12   |            |          |        |                    | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | None                |             |       |             |
| 0         | Field13   |            |          |        |                    | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | None                |             |       |             |
| 0         | Field14   |            |          |        |                    | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | None                |             |       |             |
| 0         | Field15   |            |          |        |                    | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | None                |             |       |             |
| 0         | Field16   |            |          |        |                    | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | None                |             |       |             |
| 0         | Field17   |            |          |        |                    | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | None                |             |       |             |
| 0         | Field18   |            |          |        |                    | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | None                |             |       |             |
| 0         | Field19   |            |          |        |                    | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | None                |             |       |             |
| 0         | Field20   |            |          |        |                    | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | None                |             |       |             |

| OptionName | Option Value | FiscalPeriod | WageLimit | Max1 |
|------------|--------------|--------------|-----------|------|
|            | 0            |              |           |      |
| *          |              |              |           |      |

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That's It. You're Done. Thank you and look for additional tutorials from Dynamic Budgets.

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