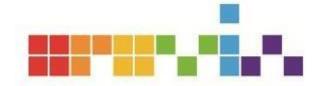


SchoolsBPS

User Manual

Version 11.00

Summer updates 2019



Orovia Software

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Employees – Payroll Reconciliation – List order

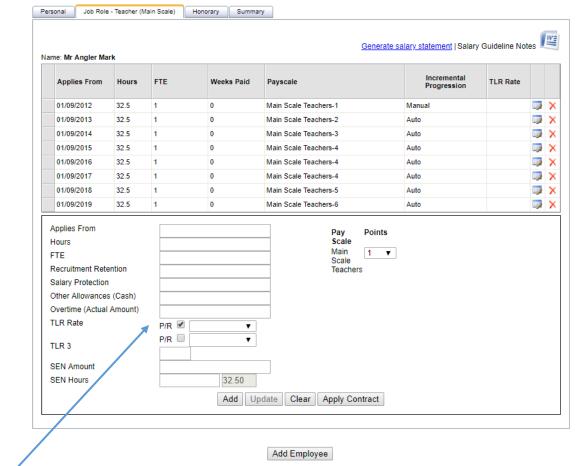
Employees > Payroll Reconciliation >

When generating a payroll reconciliation employees will now be displayed in **alphabetical order** according to **their surname**.

- A39016 - Teachers Gross			
Andrews Steven (Teaching Test)	12345	t	
<u>Angler Mark</u> (<u>Teacher</u> (Qualified))	123456	t	
<u>Salmon</u> <u>Melissa</u> (Deputy Head.)	234567	t	
<u>Smith John</u> (<u>Teacher</u> (Qualified))	111111	t	

Employees - TLR Rates (Pro Rata)

In previous versions of BPS the TLR rates were always pro-rated according to the employee's FTE. In version 11.00 there is the option to choose whether or not to pro rate the amount.



Back To Employees

If the 'P/R' tick box is checked the amount will be proportionate to the FTE, but if it's unchecked they will receive the full value, this will still be split across the year and a monthly amount displayed on the summary tab.