

PPS BASICS: NAVIGATION

Log On

UCOP PPS - A - L30TAAEA

File Edit View Communication Actions Help

KLGLGON1 Entry Validation

Date: 04/06/09 System: UC30
Time: 15:01:04 Device: L30TAAEA

Identification:
Userid.....
Password..... Change Password ? N (Y or N)

Additional Information:
Group.....
Acct.....
Proc.....

Bulletins: UCOP Helpdesk (510) 987-0349
For HRB only, TechDesk (510) 987-0457
UCSF CICS 7:00 am to 9:00 pm (Mon - Fri)
Other CICS 7:00 am to 7:00 pm (Mon - Fri)
All CICS 7:00 am to 6:00 pm (Saturday)
UCSF CICS 7:00 am to 6:00 pm (Sunday)

ENTER USERID
Enter F1=Help F3=Exit

MA + a

PF1	PF2	PF3	PF4	PF5	PF6	Enter	PA1	Attn	Insert	NewLine
PF7	PF8	PF9	PF10	PF11	PF12	Clear	PA2	SysReq	Delete	NextPad

start iTunes UCOP PPS - A - ... Mulberry (Conn... UCSB HR: Sick ... 3:02 PM

Change Password

UCOP PPS - A - L30TAAEA

File Edit View Communication Actions Help

KLGNPWD1 Change Password

Type in your new password twice, and press ENTER.

Enter new password.....
Verify new password.....

Command ==>
Enter F1=Help F3=Exit F12=Cancel

MA + a

PF1	PF2	PF3	PF4	PF5	PF6	Enter	PA1	Attn	Insert	NewLine
PF7	PF8	PF9	PF10	PF11	PF12	Clear	PA2	SysReq	Delete	NextPad

start iTunes UCOP PPS - ... Mulberry (C... UCSB HR: S... Document1 ... 3:05 PM

PPS BASICS: NAVIGATION

Super session

UCOP PPS - A - L30TAAHC

File Edit View Communication Actions Help

Actions Options Commands Features Help

KLSVSEL1 UCCNET CL/Supersession Main Menu More:

Select sessions with a "/" or an action code.

Session ID	Description	Type	Status
CICSPAY8	CICS SANTA BARBARA PROD	Multi	
CICSPPP8T	CICS SANTA BARBARA TEST	Multi	

Command ==> UC30/L30TAAHC

Enter F1=Help F3=Exit F5=Refresh F9=Retrieve F10=Action

PF1 PF2 PF3 PF4 PF5 PF6 Enter PA1 Attn Insert NewLine
 PF7 PF8 PF9 PF10 PF11 PF12 Clear PA2 SysReq Delete NextPad

start iTunes UCOP PPS - ... Mulberry (C...) UCSB HR: S... Logon Scre... 3:08 PM

Main Menu

Irma Mainframe Display - [SESSIONB* [B]]

File Edit Settings Session QuickTools Window Help

UCMMNU0-M1325 SB Online Applicatns 04/14/04 10:16:12

Main Menu Userid: SBSPS49

- Employee Data Base ----
- _ IEDB Central Inquiry
- _ IDDB Departmental Inquiry
- _ EEDB EDB Entry/Update
- _ IDOC Employee Documents
- Payroll Audit Record ---
- _ IPAR Inquiry
- _ IDPR Departmental Inquiry
- History Data Base ----
- _ IHDB Record Inquiry/Update
- _ IHIS Personnel History
- _ IHHR History Documents
- _ IHTX Tax Withholding
- PAN Subsystem ----
- _ PSRV PAN Services Menu
- Payroll Time Reporting --
- _ ETHF THF Entry/Update
- _ IDTC Dept Time Collect
- _ EDAT Dept Adj Trans
- Abeyance Data Base ----
- _ SPCL Special Processes
- CSER Subsystem -----
- _ EFCR Encumbrance Entries
- ID Number Subsystem ----
- _ IDMN ID Numbers Main Menu
- System Administration --
- _ UCSA Entry/Update

-- Employment Verification

_ IVER Verification

Next Func: ID: Name: SSN:

===>

F: 1-Help 4-Print 12-Exit

F:

20/013 B

Connected TN32B B 20/013 10:26 AM

Start Mulberry-INBO... UCSB Human R... START.OEP Irma Mainfra... TN3270 Microsoft Word -... 10:26 AM

PPS BASICS: NAVIGATION

EEDB

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Irma Mainframe Display - [SESSIONB* [B]]
File Edit Settings Session QuickTools Window Help
UCFMNU0-M0795          SB EDB Entry/Update          04/14/04 10:25:07
                        Function Code Menu          Userid: SBSPS49

_ BUND Bundle Menu
_ EEID Employee Identification
_ EPD1 Employee Personal Data 1
_ EPD2 Employee Personal Data 2
_ EALN Alien Information
_ ETAX Tax Information
_ ECHK Check/Surepay Disposition
_ EDED Miscellaneous Deductions
_ EACD Academic Service
_ ELIC License/Certificate Data
_ EHON Honors Data
_ EAWD Awards Data
_ EBND US Savings Bonds
_ EWSP Work Study Program Limits
_ EMIS Miscellaneous Information
_ WHO Employee Browse
_ EAPC Appts./Distributions-Condensed
_ EAPP Appointments/Distributions
_ EPER Personnel-Miscellaneous
_ ELVE Leave of Absence Data
_ EBCC Background Check Data
_ ESEP Separation
_ ELOF Layoff Data
_ ERET Retirement Information
_ EINS Insurance Enrollment
_ EELI Executive Life Insurance
_ EDEP Dependent Data
_ EGTN Misc. Deductions - Central
_ EDEM Misc. Deductions - Mass Entry
_ EDES Data Element Selection
_ EUCI University Contribution Ind.

Next Func: ____ ID: _____ Name: _____ SSN: _____

===> _____
F: 1-Help          3-PrevMenu 4-Print
F:                8-Forward  9-Jump      12-Exit

A 11/002 B
```

BUND

```
Irma Mainframe Display - [SESSIONB* [B]]
File Edit Settings Session QuickTools Window Help
UCFMNU0-M0795          SB EDB Entry/Update          04/14/04 10:33:42
                        Bundle Menu          Userid: SBSPS49

_ SHIR Staff New Hire
_ SREH Staff Rehire
_ SAPT Staff Appointment Changes
_ SINC Staff Pay Increase
_ LEAV Leave, Other
_ SEPR Separation
_ AHIR Academic New Hire
_ AREH Academic Rehire
_ AAPT Academic Appointment Changes
_ AINC Academic Pay Increase
_ SABB Sabbatical Leave
_ BENS Benefits

Next Func: ____ ID: _____ Name: _____ SSN: _____

===> _____
F: 1-Help          3-PrevMenu 4-Print
F:                9-Jump      12-Exit

A 20/013 B
```


PPS BASICS: NAVIGATION

IDOC

Irma Mainframe Display - [SESSIONB* [B]]

File Edit Settings Session QuickTools Window Help

PPIDOC0-I0980 SB Employee Docs 04/14/04 11:09:12
04/02/04 20:29:48 Document Selection Menu Userid: SBSPS49
ID: 866327267 Name: Pri Pay: M0
Pg 01 of 02

New Hire or Re-Hire Documents: _ Staff
 _ Academic
 _ Student

Change-in-Status Documents : _ Staff
 _ Academic
 _ Student

Leave/Sabbatical Documents : _ Staff-Leave
 _ Academic-Leave/Sabbatical

Next Func: ___ ID: _____ Name: _____ SSN: _____

===> _____

F: 1-Help 2-Cancel 3-PrevMenu 4-Print 5-GenDoc
F: 8-Forward 9-Jump 12-Exit

06/036 B

Connected TN32B B 06/036 11:17 AM

Start Mulberry-INBOX UCSB Human R... START.OEP Irma Mainfra... TN3270 Microsoft Word... 11:18 AM

Irma Mainframe Display - [SESSIONB* [B]]

File Edit Settings Session QuickTools Window Help

PPIDOC0-I0980 SB Employee Docs 04/14/04 11:10:33
04/02/04 20:29:48 Document Selection Menu Userid: SBSPS49
ID: 866327267 Name: Pri Pay: M0
Pg 02 of 02

Separation Documents : _ Staff
 _ Academic
 _ Student
 _ Layoff

Personnel Summary Documents : _ All - Landscape
 _ All - Portrait

Benefits Summary Documents : _ Benefits Enrollment
 _ Retirement and Savings

Next Func: ___ ID: _____ Name: _____ SSN: _____

===> _____

F: 1-Help 2-Cancel 3-PrevMenu 4-Print 5-GenDoc
F: 7-Backward 9-Jump 12-Exit

06/036 B

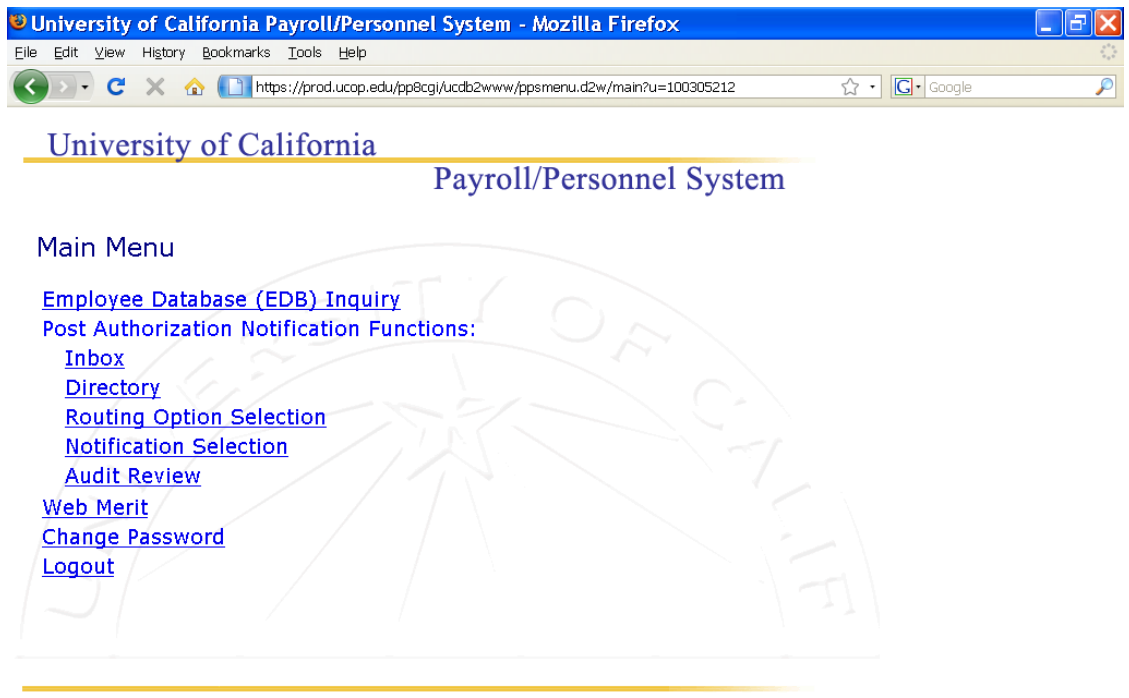
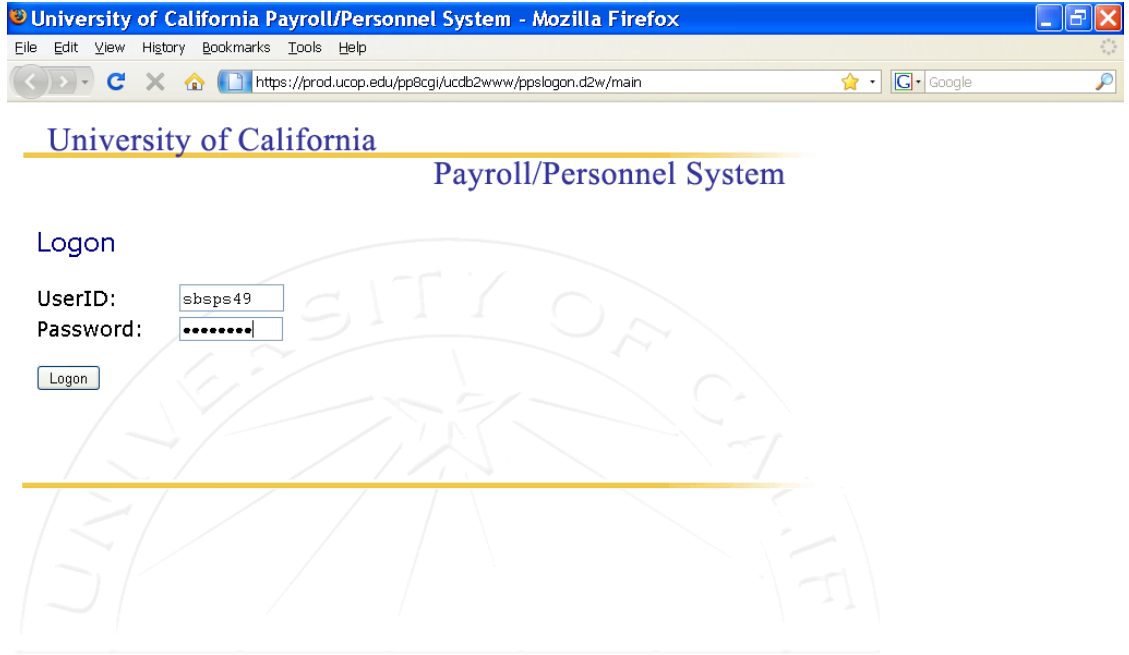
Connected TN32B B 06/036 11:18 AM

Start Mulberry-INBOX UCSB Human R... START.OEP Irma Mainfra... TN3270 Microsoft Word... 11:18 AM

PPS BASICS: NAVIGATION

Web PPS

Log On



Main Menu



PPS BASICS: NAVIGATION

Web PPS

INBX

Payroll/Personnel System UC SANTA BARBARA ACCEPTANCE

Userid: SBSPS49 Date: 04/13/09 Time: 10:42:37

[Main Menu](#) [Logout](#)

Post Authorization Notification Inbox

Click on column header to sort, or click [here](#) to specify selection criteria.

Click the 'Delete' button to delete checked items from the inbox.

Delete	Status	Type	Employee	Action(s)	Date	Preparer	Comments
<input type="checkbox"/>	-	---	ASSISTANT III	---	---	---	student hire
<input type="checkbox"/>	M	M	BIG BEAR	Additional Employment	03/18/2009	MEGAN NICOLE SOULELES	homework assignment 3.e: hire employee as teaching assistant
<input type="checkbox"/>	U	M	BIG BEAR	Additional Employment	03/18/2009	MEGAN NICOLE SOULELES	homework assignment 3.d: additional employment
<input type="checkbox"/>	U	M	BIG BEAR	Change In Fund Source	03/18/2009	MEGAN NICOLE SOULELES	homework assignment 3.c: change in funding source
<input type="checkbox"/>	U	M	BIG BEAR	Initial Employment	03/18/2009	MEGAN NICOLE SOULELES	homework assignment 3.a: graduate student hire at 49%
<input type="checkbox"/>	U	M	LITTLE BEAR	Separation	03/17/2009	MEGAN NICOLE SOULELES	homework assignment 1.e: staff-separation
<input type="checkbox"/>	U	M	LITTLE BEAR	Leave Without Pay	03/17/2009	MEGAN NICOLE SOULELES	homework assignment 1.d: staff-leave of absence
<input type="checkbox"/>	U	M	LITTLE BEAR	Promotion	03/17/2009	MEGAN NICOLE SOULELES	homework assignment 1.c: staff promotion
<input type="checkbox"/>	U	M	LITTLE BEAR	Change In BELI Limited To Career	03/17/2009	MEGAN NICOLE SOULELES	homework assignment 1.b: staff-limited to career
<input type="checkbox"/>	U	M	LITTLE BEAR	Initial Employment	03/17/2009	MEGAN NICOLE SOULELES	homework assignment 1.a: staff-limited new hire
<input type="checkbox"/>	U	M	PATRICK O'MALLEY ANALYST I	Initial Employment	03/17/2009	STEPHANIE J MACALUSO	homework assignment 4 - create new hire using shir bundle
<input type="checkbox"/>	U	M	NICOLE DAI TRANG DOAN ASSISTANT III		03/14/2009	M LOUIS BROWDY	Return rate to .25, testing PAN distribution. 1st update had EENT
<input type="checkbox"/>	U	M	NICOLE DAI TRANG DOAN ASSISTANT III		03/14/2009	M LOUIS BROWDY	Increase Dist 21 rate by .01 to test PAN routing
<input type="checkbox"/>	U	M	AMANDA N PHILLIPS ASSISTANT I	Leave Without Pay	03/13/2009	PATRICE L SUMMERS	ENTERED LEAVE WITHOUT PAY FOR STAFF EMPLOYEE.
<input type="checkbox"/>	U	M	AMANDA N PHILLIPS ASSISTANT I	Promotion	03/13/2009	PATRICE L SUMMERS	ADDED PROMOTION FOR STAFF EMPLOYEE.
<input type="checkbox"/>	U	M	AMANDA N PHILLIPS ASSISTANT I	Change In BELI Limited To Career	03/13/2009	PATRICE L SUMMERS	PROMOTION FROM LIMITED TO CAREER FOR STAFF EMPLOYEE.

PAN

Payroll/Personnel System UC SANTA BARBARA ACCEPTANCE

Userid: SBSPS49 Date: 04/13/09 Time: 10:45:03

[Return to Inbox](#) [Main Menu](#) [Logout](#)

Post Authorization Notification Detail

[Printer-Friendly Format](#)

Employee and Preparer Information:

Employee: BIG BEAR
ID: 889784132
Action(s): Additional Employment
Date: 03/18/2009 02:10 PM

Preparer: MEGAN NICOLE SOULELES
Phone:
Email: megan.souleles@ia.ucsb.edu
Link to: [EDB Inquiry](#)

[go to](#) [Comments](#) [General information](#) [Appointments and Distributions](#) [List of Reviews](#)

Comments

Preparer: MEGAN NICOLE SOULELES homework assignment 3.e: hire employee as teaching assistant
03/18/2009 02:10 PM

General Information

Home Dept	ALUM-ALUMNI AFFAIRS OFFICE	Employee Relations Code	H-Std/Acad COV<<E-Other>>
Employment Status	A-Active	Employee Relations Unit	99-No Bargaining Unit
Hire Date	08/02/08	Employee Unit Code	99-No Bargaining Unit
		Employee Rep Code	U-Uncovered
Student Status	4-Graduate Student	BELI	5-Not Eligible
Registered Units	99.9	Derived BELI	6-Not Eligible
Retirement	N-Ineligible	BELI Effective Date	08/02/08
FICA Eligibility	N-Not Eligible	Status Qualifier 1/2	
Ret/FICA Derivation Ind	Y-Elig Auto Derive		
Citizenship	C-U.S. Citizen	Next Salary Review Type	
Visa Type		Next Salary Review Date	
Work Permit End Date		Probationary End Date	
UC VV-8BEN Date			
Date of Entry			
Separation Date		LOA Begin Date	
Last Day on Pay Status		LOA Return Date	
Destination		LOA Reason	
Separation Reason			

Appointments and Distributions

Appointment 10	GRAD STDNT RES-PARTIAL FEE REM	Department	ALUMNI AFFAIRS
		Department Code	ALUM
		Sub Location	

PPS BASICS: NAVIGATION

Web PPS

Notification Selection

The screenshot shows a web browser window titled "Payroll/Personnel System - Post Authorization Notification - Mozilla Firefox". The address bar shows the URL: <http://accept.ucop.edu:8131/pp8cgj/ucdb2www/ucwpanrouter.d2w/main?vScreen=Inrs&Moc>. The page header includes "Payroll /Personnel System UC SANTA BARBARA ACCEPTANCE" and user information: "Userid: SBSPS49 Date: 04/13/09 Time: 11:01:25". There are links for "Main Menu" and "Logout".

The main content area is titled "Post Authorization Notification Selection" and contains the following form elements:

- Radio buttons for selection criteria: Current Date, Last 7 Days, One Month, Date Range.
- Date range selection: "From:" and "To:" fields, each with a dropdown menu for month and year.
- Employee Department:
- Select from box: OR Enter up to 5 codes: . A link [Click here to see a list of codes.](#) is provided.
- Actions: (set to "All")
- Employee ID:
- Preparer User ID: with a "DIRECTORY" button.
- Reviewer User ID: with a "DIRECTORY" button.
- Buttons: "Submit" and "Reset".

The Windows taskbar at the bottom shows the Start button, iTunes, Mulberry (Conne...), 2 Java(TM) Pla..., Navigation Scee..., Payroll/Personne..., and the system clock at 11:01 AM.