



June

- June 2** PAF processing deadline
- June 8** Snap shot date for capturing data to be converted to UC Flex
- June 10** Managers stop using Payroll Verified Reports (PVRs)
- June 14** Notification of new Kronos IDs for hourly employees sent through campus mail
- June 15** HR Reporting Workshop
- June 18** UC Flex HR system go live
Last day that Bi/Query reports run from the UC Data Warehouse contain current HR data
- June 19** UC Flex Walk In Center opens
Decentral users access employee records in UC Flex
HR data validation reports available in Business Warehouse
It's critical to start validating employee data, focusing on bi-weekly employees this week.
Kronos time data imported to HRMS at noon; timekeepers need to have employee timecards ready
Kronos is taken down immediately following successful interface with HRMS and will be brought online with changes on June 21
Summer school starts
- June 21** Kronos comes online and hourly staff begins entering time in using new Kronos ID
- June 26** PCRs are available
Salary Leave administrators can begin entering salaried absences for July in CATS
New UCID displayed in UC Flex
- June 28** PCR cut off for bi-weekly payroll

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
				1	2 PAF processing cut off	3
4	5	6	7	8	9	10 Managers stop using PVRs
11	12	13	14	15 Reporting Workshop	16	17
18 Go Live ★	19 Validate employee data	20	21 Kronos changes go live	22	23	24
25	26 PCRs go live	27	28 PCR cut off for bi-weekly	29	30	

2006



July

- July 1** FY 2006 Purchase Orders are rolled over to FY 2007
- July 3** Kronos time data imported to UC Flex at noon; timekeepers need to have employee timecards ready

Pay Statement guides sent to employee home addresses this week
- July 11** First UC Flex bi-weekly paychecks distributed

UC Flex Paycheck Hotline becomes active today

PCR cut off for bi-weekly July 25 paycheck
- July 12** Financial End of Year processing begins

Results from payroll run available
- July 14** PCR cut off for monthly payroll
- July 25** UC Flex bi-weekly paychecks distributed
- July 31** First UC Flex monthly paychecks distributed

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
						1
2	3	4 HOLIDAY	5	6	7	8
9	10	11 Bi-weekly paychecks	12	13	14 PCR cut off for monthly	15
16	17	18	19	20	21	22
23	24	25 Bi-weekly paychecks	26	27	28	29
30	31 Monthly paychecks					

2006