

Periodic Processing Reports

Periodic Processing reports include the following:

- [Delete Inactive Records Audit](#)

Delete Inactive Records Audit

This report includes the following information:

- The date the Delete Inactive Records procedure was run.
- The date the Inactive Records were deleted.
- The options that you selected when you used the Delete Inactive Records form in the Periodic Processing folder.
- Deleted Transaction History Records — For each deleted transaction, the report shows the employee name, the period end date, the transaction date, the bank, and the transaction amount.
- Deleted Inactive Records — For each deleted record, the report shows the type of record deleted (employee, tax, or earnings/deductions), the code for the deleted transaction, the employee name or transaction description, and the last maintained date.

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Delete Inactive Records Audit (UPAUDM1)				
Run Date: 8/15/2008				
Clearing Date: 12/31/2001				
Delete Transaction History?	Yes	From Employee	[] To [ZZZZZZZZZZZZ]	
Delete Terminated Employees?	Yes	From Employee	[] To [ZZZZZZZZZZZZ]	
Delete Inactive Earnings/Deductions?	Yes	From Earning/Deduction	[] To [ZZZZZZ]	
Delete Inactive Taxes?	Yes	From Tax	[] To [ZZZZZZ]	
<u>Deleted Transaction History Records</u>				
<u>Employee</u>	<u>Period End Date</u>	<u>Transaction Date</u>	<u>Bank</u>	<u>Transaction Amount</u>
<u>Deleted Inactive Records</u>				
<u>Delete Type</u>	<u>Deleted Code</u>	<u>Name/Description</u>	<u>Date Last Maintained</u>	
Terminated Employee	102	Farber, Maximillian Clayton	7/14/2008	
	116	Smiley, Sally S	7/14/2008	
	127	Margolis, Mary N	7/14/2008	
	149	Christian, Donna N	7/14/2008	
	150	Chu, Paul	7/14/2008	
5 records cleared				