

IRIS Biweekly Payroll Schedule for Jul - Dec 2008							
Time Load, Time Transfer, and Time Evaluation MUST be run EACH day							
Documents MUST be received in Compensation before Wednesday 5:00 PM	Data and Time Input MUST be entered before Thursday 5:00 PM Payroll Run (Prelim)	Corrections and Other Data MUST be entered before Sunday 5:00 PM*** Payroll Correction Run (Trial)	Departments have until 3:00 PM on Monday for the biweekly payrolls Payroll Correction Final Run	Payroll Period Dates			
Bi-Weekly Date	Bi-Weekly Date	Bi-Weekly Date	Bi-Weekly Date	Begin	End	Date Paid	PR #
7/1/2008	Wednesday 7/2/2008	7/3/08 & 7/6/08	7/7/2008	6/22	7/5	7/11	14
7/16/2008	7/17/2008	7/20/2008	7/21/2008	7/6	7/19	7/25	15
7/30/2008	7/31/2008	8/3/2008	8/4/2008	7/20	8/2	8/8	16
8/13/2008	8/14/2008	8/17/2008	8/18/2008	8/3	8/16	8/22	17
8/26/2008	8/27/2008	8/28/08 & 8/31/08	9/1/2008	8/17	8/30	9/5	18
9/10/2008	9/11/2008	9/14/2008	9/15/2008	8/31	9/13	9/19	19
9/24/2008	9/25/2008	9/28/2008	9/29/2008	9/14	9/27	10/3	20
10/8/2008	10/9/2008	10/12/2008	10/13/2008	9/28	10/11	10/17	21
10/22/2008	10/23/2008	10/26/2008	10/27/2008	10/12	10/25	10/31	22
11/5/2008	11/6/2008	11/9/2008	11/10/2008	10/26	11/8	11/14	23
11/18/2008	11/19/2008	11/20/08 & 11/21/08	Sunday 11/23/2008	11/9	11/22	11/26	24
12/3/2008	12/4/2008	12/7/2008	12/8/2008	11/23	12/6	12/12	25
12/17/2008	12/18/2008	12/21/2008	12/22/08 12:00 Noon	12/7	12/20	12/26	26

*** The IRIS HR Payroll system will be available for changes Saturday until 5:00 pm and Sunday until 5:00 pm

IRIS Monthly Payroll Schedule for Jul-Dec 2008							
Time Load, Time Transfer, and Time Evaluation MUST be run EACH day							
Documents MUST be received in Compensation before 5:00 PM	Data and Time Input MUST be entered before 5:00 PM Payroll Run (Prelim)	Corrections and Other Data MUST be entered before 5:00 PM Payroll Correction Run (Trial)	Corrections and Other Data MUST be entered before 5:00 PM Payroll Correction Final Run	Payroll Period Dates			
Monthly Date	Monthly Date	Monthly Date	Monthly Date	Begin	End	Date Paid	PR #
7/21/2008	7/22/2008	7/23/2008	7/24/2008	7/1	7/31	7/31	7
8/19/2008	8/20/2008	8/21/2008	8/22/2008	8/1	8/31	8/29	8
9/18/2008	9/19/2008	9/22/2008	9/23/2008	9/1	9/30	9/30	9
10/16/2008	10/17/2008	10/20/2008	10/21/2008	10/1	10/31	10/31	10
11/13/2008	11/14/2008	11/17/2008	11/18/2008	11/1	11/30	11/26	11
12/11/2008	12/12/2008	12/15/2008	12/16/2008	12/1	12/31	12/31	12