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## Announcement

**TO:** GeorgiaFIRST PeopleSoft Financials Users

**POSTED:** March 23, 2018

**SUBJECT:** Benefits Reconciliation Queries

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In a previous release, the ADP 7/5<sup>th</sup> Recon Jan-Jul query was removed from the Benefit Accounting Inquiry/Reports menu. This query was then put back into the menu for institutions that have processed 2018 payrolls in ADP.

As of Release 5.32, there are two queries in the Benefit Accounting Inquiry/Reports menu:

- ADP 7/5<sup>th</sup> Recon Jan-Jul
- HCM 7/5<sup>th</sup> Recon Jan-Jul

Those institutions that have not processed any 2018 payrolls in ADP will use the HCM query. Institutions that are going live on OneUSG Connect (HCM) in April 2018 will need to run both queries for 7/5<sup>th</sup> reconciliation.

Navigation to both queries: BOR Menus > BOR Payroll > Benefits Reconciliation > Benefit Accounting > Benefit Accounting Inquiry/Reports.

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**MORE INFORMATION AND SUPPORT:** For business impact emergency issues, contact the ITS Helpdesk immediately at 706-583-2001 or 1-888-875-3697 (toll free within Georgia). For non-urgent issues, contact the ITS Helpdesk via the self-service support website at [http://www.usg.edu/customer\\_services](http://www.usg.edu/customer_services). (This service requires a user ID and password. E-mail [helpdesk@usg.edu](mailto:helpdesk@usg.edu) to obtain self-service login credentials.)

**ADDITIONAL RESOURCES:** For information about ITS maintenance schedules or Service Level Guidelines, please visit [http://www.usg.edu/customer\\_services/service\\_level\\_guidelines](http://www.usg.edu/customer_services/service_level_guidelines). For USG services status, please visit <http://status.usg.edu>.

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