Process Pay Groups

In this screen, paychecks are generated by groups categorized by different pay periods including the approved time entries. This is a good way of processing paychecks for a large number of Employees. By selecting the Pay Groups, all the Employees that has the pay group setup on the Earnings will be listed.

The following topic/s will guide you on how to use this screen:

- How to Generate Employee Earnings in Process Pay Groups
- How to Generate Employee Paychecks by Pay Groups