

9 Checking Pay Calculations

9.1 Calculating Pay for an individual

You can ask the system to calculate the pay for an individual at any time in the current period to see the effect of any changes that have been made to their details (e.g. change of tax codes, NI categories, inclusion of permanent and temporary elements). For new starters this will be [step 13 of their process chain](#).

Step 13 of 13
Chain: Payroll (New Starter)

Pay details: Research & Stipends, 26/06/2009 09:00

Tax code:	503L Cumulative	Tax month:	3	NI category:	Legislation: UK	Currency:	British Pound
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Payment/Benefit	Job title	Paid from	Paid to	Units	Rate	Cash
Deduction						Cash

Additional pay details

Total payments:
0.00

Total deductions:
0.00

Net pay:
0.00

B/F:	C/F:
0.00	0.00

Rounded net:
0.00

Click on the  button to view the pay details

The calculate button will change to



Once the process has completed the payslip will be displayed

i Pay details calculation completed.

Step 13 of 13 Chain: Payroll (New Starter) ←

Pay details: Research & Stipends, 26/06/2009 09:00

Tax code: 503L Cumulative
 Tax month: 3
 NI category:
 Legislation: UK
 Currency: British Pound

Payment/Benefit	Job title	Paid from	Paid to	Units	Rate	Cash
⊕ Basic Pay	Research Assistant	01/06/2009	30/06/2009			1954.08
⊕ USS Sal Exch	Research Assistant	01/06/2009	30/06/2009			0.00

Deduction	Cash
⊕ Student Loans	63.00
⊕ Tax	212.40
⊕ USS	124.08

Total payments:
1,954.08

Total deductions:
399.48

⊕ **Net pay:**
1,554.60

B/F: C/F:
 0.00 0.00

Rounded net:
1,554.60

⊕ Additional pay details

Further options are available by clicking the expand icon to the left of Additional pay details

⊖ **Additional pay details**

- [New - Element details](#)
- [New - Temporary element details](#)
- [New - Court orders](#)
- [New - Student loan details](#)
- [New - Pension details](#)
- [Payment method details](#)
- [Element balances](#)
- [Backpay this period](#)
- [Costing allocation](#)
- [Process message log](#)

People & Payroll (Part 1)



Alternatively, this form can be accessed at other times by navigating to:

Navigate: Organisation > People (find person) > Payroll > Pay History > Pay Details