Calculating How Furlough Affects Your Paycheck

1. In UAccess Employee, select the Payroll & Compensation tile, then the paycheck Modeler. The Paycheck Modeler is a 6-step process.

2. From the Earnings page (step 2 of 6) click the “Add Earnings” button, then click the magnifying glass on the “Earnings Type” field.

3. Select “University Furlough” from the “Look Up Earnings Type” pop-up box. You can now enter a number in the “Hours” field.

4. The final calculation provides you with your net pay based on furlough hours entered. Your actual paycheck may vary slightly from this calculation.

For questions about the paycheck modeler, please contact Payroll at 520-621-9097