

Time Entry Validation Errors

Error Message	Error	Resolution
<p>Invalid value -- press the prompt button or hyperlink for a list of valid values (15,11)</p> <p>The value entered in the field does not match one of the allowable values. You can see the allowable values by pressing the Prompt button or hyperlink.</p>	<p>Time is entered with incorrect combo code following error is generated, or other invalid values into other specific fields..</p>	<p>Ensure the correct Combo code or other field value is being used; use the prompts and drop downs as required to select a valid value.</p>
<p>The Charfield Combination choosen is not valid (2000, 200)</p> <p>The Charfield Combination choosen is not valid for the Business Unit or Setid</p>	<p>Individual fields of combose.g. the Program Code entered may be inactive/invalid</p>	<p>Enter valid combo combination Account #, Fund code, Department , Program Code, Class Field, Project Grant, Sponsor</p>
<p>Comp Plan NEWBANKTM will reach a balance of 84 on 2016-06-08. The maximum allowed is 80. (13504,108)</p> <p>Maximum balance allowed is exceeded for the Compensation Plan. The quantity reported as Compensation Time Earned must be reduced</p>	<p>Compensatory time bank balance more than allowed (maximum is set)</p>	<p>Employee must not bank further hours. Ensure bank time does not exceed allowable amount. If bank time is over maximum of 80 hours then Overtime is to be paid out. After 6 months Bank time should be either used up or paid out.</p>
<p>Comp Plan NEWBANKTM will reach a balance of -10 on 2016-07-17. The minimum allowed is -8. (13504,110)</p> <p>Minimum balance allowed is exceeded for the Compensation Plan. The quantity reported as Compensation Time Taken must be reduced.</p>	<p>Compensatory Time bank balance less than allowed. This would be the case if the Employee is taking Banked Time prior to earning Banked Time. They can only do so for up to 8 hours.</p>	<p>Employee is only entitled to have a banked balance down to -8 hours. Any transaction that will reduce the balance below -8 hours will not be allowed.</p>

Time Entry Validation Errors

Error Message		Error	Resolution
<p>{NN} new hours are reported against Leave Plan Special Leaves. The possible maximum is {##}. (13504,117)</p> <p>The leave balance is exceeded. Reduce the number of hours reported and re-submit.</p>		<p>Leave balance Less than balance allowed. Employee enters time for (Special Leave) - Bereavement Leave, emergency/ disaster leave, Moving, Funeral, Birth or Adoption, Family Illness, etc.</p>	<p>After Special Leave has been exhausted the Manager may offer Employee additional time using the Discretionary Compassionate leave, otherwise the amount over the balance must be entered as leave without pay.</p>
<p>{NN} new hours are reported against Leave Plan "-----". The possible maximum is [##]. (13504,117)</p> <p>The leave balance is exceeded. Reduce the number of hours reported and re-submit.</p>		<p>Leave balance Less than balance allowed. Employee enters time for Vacation, Casual Illness or General Illness</p>	<p>For vacation only, a threshold below zero has been set to allow a certain amount of flexibility, at the departments discretion, to take some vacation time before it is fully earned. Once that minimum balance threshold has been reached, no further vacation entries will be allowed and a validation error will be displayed upon submitting the time</p>
<p>Invalid Job. Employee {Emplid}, for Rcd 0 is not enrolled in an Active Job as of Date under Report</p>		<p>Supervisor/Manager is unable to enter time for employee</p>	<p>Employee may be terminated status. The Supervisor may have to contact their Dept HR Contact who will discuss with Central HR to perform off cycle.</p>
<p>Number field format error. Please re-enter using the proper format. (12.3)</p> <p>This field allows for the entry of numbers only. There is also a limit to the number of digits allowed. If the message above shows an example format of (x.y) then the field can have a maximum of x digits before the decimal symbol, and y digits after the decimal symbol.</p>		<p>Employee enters a quantity with incorrect format</p>	<p>Employee will be required to enter correct format (i.e. 1, 2 , 4 , 5)</p>

Time Entry Validation Errors

Error Message	Error	Resolution
<p>Daily quantity for TRC 665 must be between - 0.000001 and 24. Current total for 2016-07-18 is - 20. (13504,234)</p> <p>Review all your entries for the TRC and adjust as necessary.</p>	<p>TRC Entry Quantity Validation; less than 0 or more than 24 on one day. Each time reporting code may have a maximum set.</p> <p>For example: An Employee enters a bank time transaction and receives the message.</p>	<p>Employee will have to review TRC Hours and ensure amount is not above or below the allowed amount. Each valid time entry be put on the date it applies for, summarized transactions should not be entered (i.e. overtime by week).</p>
<p>The Time reporter is not active in Leave Plan Type Special Leaves as of 2016-02-01. (13504,119)</p> <p>The time reporter is not found to be an active participant in this type of plan in this time period. Participation may have been terminated</p>	<p>Not currently enrolled in Leave Plans</p>	<p>Employee is no longer enrolled, or has not yet been enrolled into leave plans (Gen III, Casual III, Vacation, Special Leave). If the employee is new, wait for one pay period to complete and attempt again. If this still fails, contact your HR Dept Contact who can discuss with Central HR.</p>
<p>Employee {EmpID}, RCD 0 can not use current year TRC 856 for the DUR 2015-12-23 (22400, 12)</p> <p>TRC code selected is for current year's transaction and prior year's date is selected.</p>	<p>Prior Year Leave</p>	<p>The employee will have to contact their Supervisor / Manager to enter time on their behalf using the Prior Year leave TRCs.</p>
<p>Employee {EmpID}, RCD 0 can not use prior year TRC 858 for the DUR 2016-03-07. (22400,11)</p> <p>TRC code selected is for prior year's transaction and current year's date is selected</p>	<p>Current Year Leave</p>	<p>Supervisor should not use prior years TRC for current year. Only current year leave TRCs are valid within the current year.</p>