

Did you know..No. 3

How do I know if a paycheck is direct deposit or a paper check? This is how you can find it.

* Direct Deposit vs. Paper Check*

Click Payroll tab

Click the HR module

Select Check Register

Type an employee's name, or select your home department.

Select pay dates

Click Search

Name	PID	Dept	Pay Prd	Chk Dt	Chk #	Chk Status	Form ID	Run ID	Ern Cd	Earnings	Tot Deducts	Tot Tax	Hour Rt	Gross Pay	Net Pay
			B18	3/20/2015	1211654	Finalized	UNCACH	B18-030815	REG	1,402.50	0.00	380.66	25.00	1,402.50	1,021.84
			B17	3/6/2015	1187617	Finalized	UNCACH	B17-022215	REG	1,222.50	0.00	329.89	25.00	1,222.50	892.61
			B16	2/20/2015	2626	Finalized	UNCCKS	B16-020815	ZRE	725.00					
			B16	2/20/2015	2626	Finalized	UNCCKS	B16-020815	REG	1,410.00	0.00	649.19	25.00	2,135.00	1,485.81

Form ID will denote how the employee was paid. UNCACH is a direct deposit. UNCCKS is a paper check.

ErnCd will indicate what type of payment has been issued.