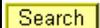


Stopping an Employee's General Deductions

1.	Click the Compensate Employees link. 
2.	Click the Maintain Payroll Data (USF) link. 
3.	Click the Use link. 
4.	Click the General Deduction Data link. 
5.	Click the Search By list. 
6.	Select the desired entry. Click Name . <input type="text" value="Name"/>
7.	Enter the desired information into the Name field. Enter a valid value, e.g. " Winter ".
8.	Click the Search button. 
9.	Select the desired entry. Click WINTER,FRED . 
10.	Place the cursor in the Deduction Code field of the deduction that is to be stopped, if necessary. Click the Add a new row at row 1 button to insert a new row. 
11.	Click the Choose a date button. 
12.	Enter or modify the Deduction End Date . Click 29 . NOTE: The legacy pay system will stop the deduction in the pay period that it receives this action. <input type="text" value="29"/>
13.	Click the OK button. 
14.	The procedure for stopping an Employee's General Deductions is completed. End of Procedure.