



DISPLAY DEDUCTIONS FROM QUOTA ENTITLEMENTS TM-54 | TRANSACTION PT50



The purpose of this Business Process Procedure is to explain how to view the deductions from the quota entitlement when viewing an employee's quota balances using transaction PT50.

Trigger: You would like to view the deductions from the quota entitlement when viewing an employee's quota balances using transaction PT50.

Business Process Procedure Overview:

Transaction PT50 – Quota Overview provides the overview of quota types for an employee. The overview includes the Entitlements, Remaining Balances, Requested, and Compensation for each quota type. Requested will display the deductions from the quota entitlements.

Access Transactions:

Via Menu Path: SAP menu >> Human Resources >> Time Management >> Administration >> Time Data >> PT50 – Quota Overview

Via Transaction Code: PT50

Procedure

To display the absences deducted from a specific quota, use transaction PT50.

1. Click the **Absence quotas** tab.

Quota Overview

Time evaluation Projection Selection

Personnel No. 80000468
Name Rita Henry
Personnel area 4601 Natural and Cultural... Cost Center 4699999999 CULTUR...
EE subgroup B1 FT S-FLSAOT Perm WS rule D02N10_F MTWH-1 ...

Selection dates **Absence quotas** Accrual information Attendance quotas

General Overview

Quota type	Entitlement	Remaining	Unit
Absence quotas	2,064.54000	1,814.54000	Hours

Selection intervals

Deduction period	01/01/2008 - 12/31/9999
Validity period	01/01/2008 - 12/31/9999
Generation period	01/01/2008 - 12/31/9999

2. Click the **Expand** button.

Quota Overview

Time evaluation Projection Selection

Personnel No. 80000468
 Name Rita Henry
 Personnel area 4601 Natural and Cultural... Cost Center 4699999999 CULTUR...
 EE subgroup B1 FT S-FLSAOT Perm WS rule D02N10_F MTWH-1...

Selection dates Absence quotas Accrual information Attendance quotas

Totals row	AbQuotaTyp	Quota text	Unit	Entitl.	Rem.	Requested	Comp
	10	Vacation Leave	Hours	337.72000	337.72000	0.00000	
	15	Sick Leave	Hours	1,168.82000	1,164.82000	4.00000	
	20	Overtime Comp Ti...	Hours	0.00000	0.00000	0.00000	
	22	Holiday Comp Time	Hours	14.00000	8.00000	6.00000	

Selection intervals

Validity period 01/01/2008 - 12/31/9999
 Deduction period 01/01/2008 - 12/31/9999

Expand

- Highlight any non-summary line which has hours in the **Requested** column by clicking the field to the left of the line. Sick Leave is selected in the screenshot below.

Quota Overview

Time evaluation Projection Selection

Personnel No. 80000468
 Name Rita Henry19
 Personnel area 4601 Natural and Cultural... Cost Center 4699999999 CULTUR...
 EE subgroup B1 FT S-FLSAOT Perm WS rule D02N10_F MTWH-1...

Selection dates Absence quotas Accrual information Attendance quotas

Totals row	AbQuotaTyp	Quota text	Unit	Entitl.	Rem.	Requested	Comp
	10	Vacation Leave	Hours	337.72000	337.72000	0.00000	
	15	Sick Leave	Hours	1,168.82000	1,164.82000	4.00000	
				1,168.82000	1,164.82000	4.00000	

Selection intervals

Validity period 01/01/2008 - 12/31/9999
 Deduction period 01/01/2008 - 12/31/9999

Collapse Entitlement Deduction Quota record

- Click the **Deduction** button to display quota deductions.

Quota Overview

Time evaluation Projection Selection

Personnel No. 80000468
 Name Rita Henry19
 Personnel area 4601 Natural and Cultural... Cost Center 4699999999 CULTUR...
 EE subgroup B1 FT S-FLSAOT Perm WS rule D02N10_F MTWH-1...

Selection dates Absence quotas Accrual information Attendance quotas

Totals row	AbQuotaTyp	Quota text	Unit	Entitl.	Rem.	Requested	Compe
	10	Vacation Leave	Hours	337.72000	337.72000	0.00000	
				337.72000	337.72000	0.00000	
	15	Sick Leave	Hours	1,168.82000	1,164.82000	4.00000	
				1,168.82000	1,164.82000	4.00000	
	20	Overtime Comp Ti...	Hours	0.00000	0.00000	0.00000	


Selection intervals

Validity period 01/01/2008 - 12/31/9999
 Deduction period 01/01/2008 - 12/31/9999

Collapse Entitlement **Deduction** Quota record

5. Review the quota deduction details as appropriate. The hours for each day are displayed.

Date	IT text	A/A type	Deduction	Unit
05/06/2008	Absences	9200	2.00000	Hours
05/15/2008	Absences	9200	2.00000	Hours

6. Click **Continue**  icon to close the Display Quota Deduction screen.

7. Review other quota deductions as necessary.

Additional Resources

Training HELP website: https://www.osc.nc.gov/state-agency-resources/training/training_help_documents

Change Record

Change Date: 5/21/20 – Changed by C. Ennis

Changes: Updated format, assigned reference number, and made accessible