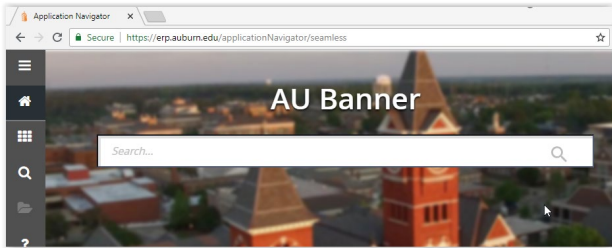


PZRFAC2 – Employee Salary History

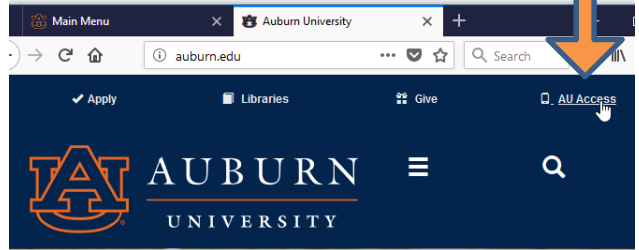
All Salary Change information for a selected employee from PLUS and Banner.

1 Banner Admin
erp.auburn.edu

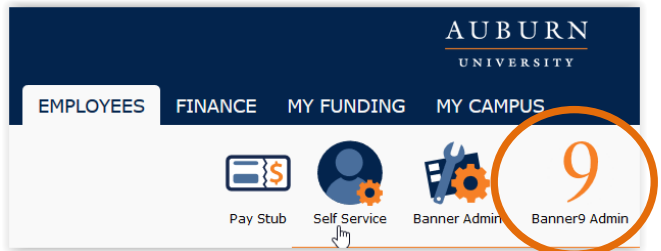
2 AU Authenticate and 2-factor DUO



1 AU Access

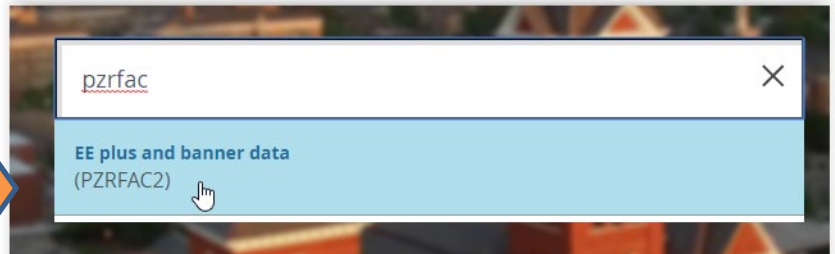


2 Employee Tab -> Banner9 Admin

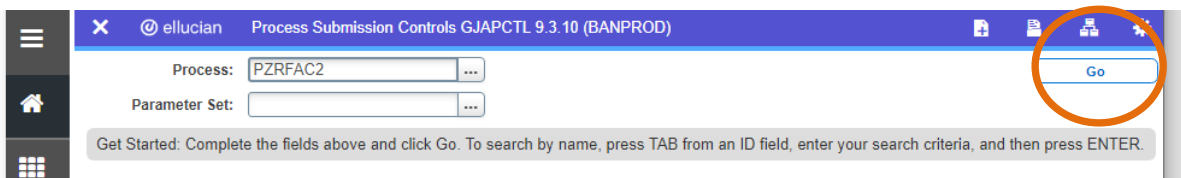


3 Search Field Type PZRFAC2

4 Select the result



5 Submission Control -> Go



Process: PZRFA2 EE plus and banner data Parameter Set: Start Over

PRINTER CONTROL Insert Delete Copy Filter

Printer Submit Time PDF Font Size
 Special Print MIME Type Delete After Days
 Lines PDF Font

PARAMETER VALUES Insert Delete Copy Filter

Number *	Parameters	Values
01	banner id	<input type="text"/>

Record 1 of 1

LENGTH: 9 TYPE: Character O/R: Required M/S: Single
 ex., 999999999

SUBMISSION Insert Delete Copy Filter

Save Parameter Set as Hold / Submit Hold Submit

Name Description

Process: PZRFA2 EE plus and banner data Parameter Set: Start Over

PRINTER CONTROL Insert Delete Copy Filter

Printer Submit Time PDF Font Size
 Special Print MIME Type Delete After Days
 Lines PDF Font

PARAMETER VALUES Insert Delete Copy Filter

Number *	Parameters	Values
01	banner id	999999999

Record 1 of 1

LENGTH: 9 TYPE: Character O/R: Required M/S: Single
 ex., 999999999

SUBMISSION Insert Delete Copy Filter

Save Parameter Set as Hold / Submit Hold Submit

Name Description

SAVE

7

Submission Block

Cursor MUST click within the Submission Block. Either check the Save Parameter Set* OR click your cursor on the Name Field

*Save Parameter Set as will keep the values entered for future runs.

8

Save

Saving the form runs the script/report.

If the report was submitted with no errors, the runner will receive a sequence number. If you save the parameter set, then you will also see message regarding default values.

Check your email

9

Downloadable links within email

non-reply@auburn.edu pzrfac2

You are receiving this email because Brittany Saliba [JOHNS43] ran program PZRFA2 in Banner. This program generates PZRFA2 data files.

The program has placed the output files on a secured website that is only accessible from AU and AUM campuses. You can retrieve the file(s) by using the links below. You should NEVER provide your Auburn userid or password when retrieving the file(s). The file(s) will be deleted from the website on 05/03/2019 at 11:03 AM/AM. By downloading the file(s) you agree to protect the sensitive data contained in the file(s).

[pzrfac2.csv](#)

All Auburn University (AU) employees, as well as vendors/contractors (etc.) conducting business with AU, are required to abide by all Departmental and AU policies governing the appropriate utilization and protection of AU data. If you have any questions or concerns please send an email to isshelp@auburn.edu. (Michael S. Miller, ISS Director)