.03 Projecting Income - Zero Pay Periods

REVISION 01 (07/01/07 - 09/30/07)

Income may fluctuate resulting in one or more <u>zero pay periods (g)</u>. When a zero pay period occurs and is anticipated to continue, complete the following on the appropriate income screen to project the income:

- Key the appropriate <u>Frequency Code</u>.
- Key the number of pay periods from the income period used.
- Key the date the income is received for each pay period.
- Key the <u>gross income</u> (g) received in each pay period.

WARNING

DO NOT key the pay date and gross income information for the zero pay periods. AZTECS does not accept an amount keyed as 0. When 0 is keyed and ENTER is pressed, an edit message displays

When the zero pay period is not anticipated to continue, see unusually high or low.