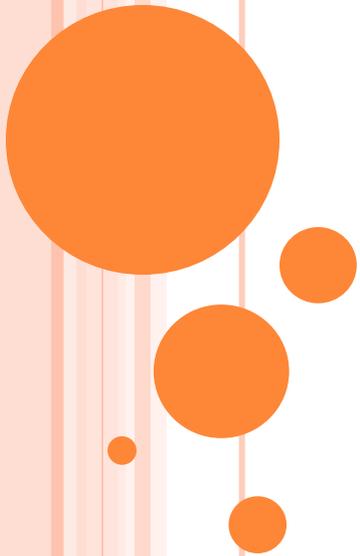


Query Reports

TO SEARCH ON THE TRAQS WEBSITE FOR THE STATUS OF SUBMISSIONS AND TO FIND ANY ERRORS OR WARNINGS THAT REQUIRE ATTENTION



QUERY REPORTS

TABLE OF CONTENTS

- TRAQS Processing Schedule
- Report Components
- Report Status
- Report Summary Screen
- Report Summary Screen Elements
- Query Member Data Report
- Query Regular Payroll Report
- Query Miscellaneous Reports
- Query Employment of Retired Members Report



QUERY REPORTS

The “Query” function is extremely important.

You must “Query” after submitting report components to check status

The “Query” function will show the Report Status of your submission.

It will also display any Error Messages and/or Warning Messages that may require your attention. You must take the appropriate action which may include resubmitting the Detail and/or Signature.

The “Query” function could possibly indicate that an additional TEXNET is required.



TRAQS PROCESSING SCHEDULE

The Detail and Signature components are processed as received on the following schedule:

TRAQS processes on every hour and half hour between 6 a.m. to 5 p.m.

You will be able to Query for results approximately 15 minutes after this processing

An exception will be the due date for TEXNET deposits and the day before and after the due date. On these days the 6 a.m. processing may take up to 4 hours due to volume.

TRAQS processes TEXNET each morning (Monday through Friday) at 6 a.m. Your TEXNET deposit will be shown on the Report Summary screen one business day after the settlement date.



REPORT COMPONENTS

REGULAR PAYROLL REPORT

Components: (1) **TEXNET** (2) **DETAIL** (3) **SIGNATURE**

The **Regular Payroll Report** must reach the “Completed” status as shown on the Report Summary screen before money can be applied to a member account for benefit payment, i.e. refund, death claim, or retirement.

MEMBER DATA REPORT

Components: (1) **DETAIL** (2) **SIGNATURE**

The “Incomplete” status is possible for the **Member Data Report**. Even one (1) Warning Message will prevent the **Member Data Report** from reaching the “Completed” status. The Warning Message will inform you which record/records were not accepted into the TRS system. The status of the report will be shown on the Report Summary screen.

Access the **Member Data Correction System (MDCS)** to make appropriate corrections and to submit a corrected report. Anytime a Detail (report) is submitted, a matching Signature must be submitted.

NOTE: A Signature is not required for the Member Data Report if you have no electronic records to submit for the month.



Report Components, continued

Employment of Retired Members Report

Components: (1) DETAIL (2) SIGNATURE

The Detail component is submitted when a retiree works during the month and has a retirement date **after** January 1, 2011.

No Detail is required if the only retirees that worked during the month had a retirement date **prior** to January 1, 2011. In this scenario, when submitting the monthly Signature, check the small box in Area 1 which indicates that no retirees worked during the month that had a retirement date **after** January 1, 2011. Then complete the appropriate boxes in Area 2 for those retirees who worked during the month that had a retirement date **prior** to January 1, 2011.

NOTE: A monthly Signature is required for the above report even if there are no retirees working. In this scenario, when submitting the monthly Signature, check the small boxes in Area 1 and Area 2 indicating that no retirees worked.



Report Components for Miscellaneous Reports

Components: (1) TEXNET (2) SIGNATURE

There are no Detail components for **Miscellaneous** reports.

All **Miscellaneous** reports must reach the “Completed” status on the Report Summary screen.

NOTE: A monthly Signature is required for the above reports even if the monthly amount is zero.

Federal Fund/Private Grant Report

Federal TRS-Care Report

Statutory Minimum Report

Non-Educational/General Funds Report

Educational General-Local Funds Report

Reporting Entity Payment for New Members Report

Reporting Entity Pension Surcharge for Reported Retirees

Reporting Entity TRS-Care Surcharge for Reported Retirees



REPORT STATUS

Each Report Status is defined below:

Pending

TRS is waiting for TEXNET, Signature, or Detail

Failed

All of the components have been received but the totals DO NOT match

Overdue

Nothing has been received and it's past the 6th of the month

Rejected

Detail or Signature was not accepted due to error(s)

Completed

Report processing has successfully completed

Incomplete

Member Data Report processed with warnings

(only records without Warning Messages were posted)



Report Summary Screen

This is the screen that appears when you click on *Query Reports*.

The following pages QR-10 through QR-21 describe the different elements of the **Report Summary** screen.





Report Summary

This is the screen that appears when clicking on "Query Reports."

- [Submit Reports](#)
- [Submit Signatures](#)
- [Query Reports](#)
- [Estimate Interest Due](#)
- [Reporting Entity Data](#)
- [View Employee Eligibility](#)
- [Member Data](#)
- [Correction](#)
- [ER Correction](#)



Report Month: March

Report Year: 2008

| Report Type | Action | Report Status | Month | Year | Date/Time Processed |
|--|-----------|---------------|-------|------|-------------------------|
| <input type="radio"/> Member Data | Detail | Completed | 03 | 2008 | 04/02/2008 - 12:31 P.M. |
| <input type="radio"/> Regular Payroll | Deposit | Completed | 03 | 2008 | 04/08/2008 - 6:26 A.M. |
| <input type="radio"/> Employment of Retired Member | Detail | Completed | 03 | 2008 | 04/09/2008 - 12:03 P.M. |
| <input type="radio"/> Federal Fund /Private Grant | Deposit | Completed | 03 | 2008 | 04/08/2008 - 6:26 A.M. |
| <input type="radio"/> NonEducational/General | Deposit | Completed | 03 | 2008 | 04/08/2008 - 6:26 A.M. |
| <input type="radio"/> Educational/General-Local | Deposit | Completed | 03 | 2008 | 04/08/2008 - 6:26 A.M. |
| <input type="radio"/> Pension Surcharge | Signature | Completed | 03 | 2008 | 04/04/2008 - 9:34 A.M. |
| <input type="radio"/> New Member Payments | Deposit | Completed | 03 | 2008 | 04/08/2008 - 6:26 A.M. |
| <input type="radio"/> TRS-Care Surcharge | Signature | Completed | 03 | 2008 | 04/08/2008 - 4:33 P.M. |

[View Report History](#)

[View Report Detail](#)

- [Error Codes](#)
- [Warning Codes](#)
- [TRAQS Home](#)

Report Month: Report Type:
 Report Year: Report Status:

[Submit Query](#)



Report Summary

Employer Name

Any Town ISD

Employer Number

#0222

Reporting Contact

Tom Cruise

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[Query Reports](#)

[Estimate Interest Due](#)

[Reporting Entity Data](#)

[View Employee Information](#)

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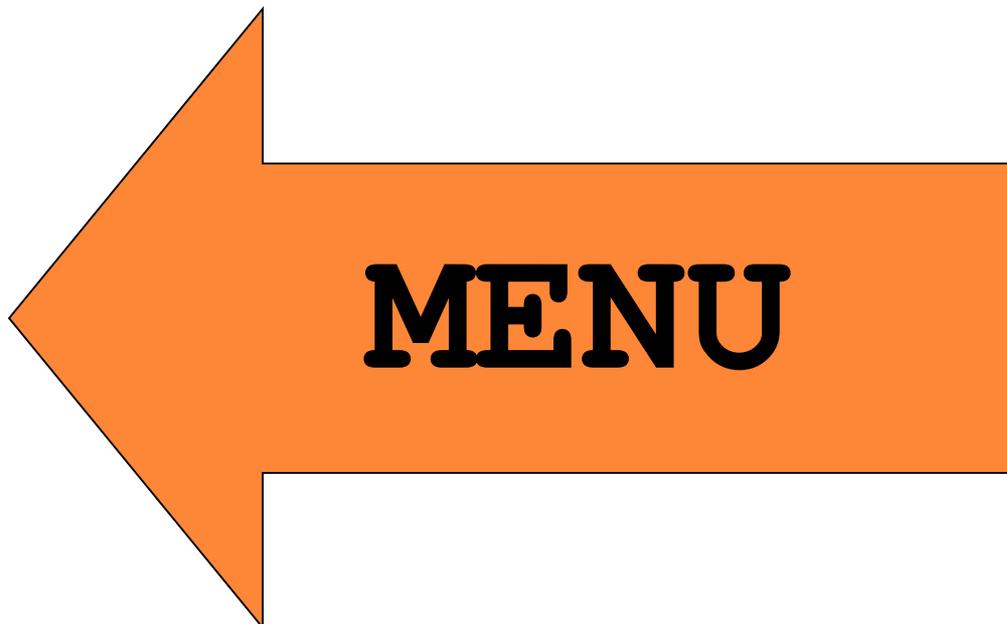
[Change Password](#)

[Log Out](#)

[Error Codes](#)

[Warning Codes](#)

[TRAQS Home](#)





Report Summary



On the first day of each month, the current report month will be shown on all TRAQS screens; i.e. October will be displayed from November 1st through November 30th.

- [Submit Reports](#)
- [Submit Signatures](#)



Report Month: March

Report Year: 2008

- [Query Reports](#)
- [Estimate Interest Due](#)
- [Reporting Entity Data](#)
- [View Employee Eligibility](#)
- [Member Data](#)
- [Correction](#)
- [ER Correction](#)



| Report Type | Action | Status | Month | Year | Date/Time Processed |
|--|-----------|-----------|-------|------|-------------------------|
| <input type="radio"/> Member Data | Detail | Completed | 03 | 2008 | 04/02/2008 - 12:31 P.M. |
| <input type="radio"/> Regular Payroll | Deposit | Completed | 03 | 2008 | 04/08/2008 - 6:26 A.M. |
| <input type="radio"/> Employment of Retired Member | Detail | Completed | 03 | 2008 | 04/09/2008 - 12:03 P.M. |
| <input type="radio"/> Federal Fund /Private Grant | Deposit | Completed | 03 | 2008 | 04/08/2008 - 6:26 A.M. |
| <input type="radio"/> NonEducational/General | Deposit | Completed | 03 | 2008 | 04/08/2008 - 6:26 A.M. |
| <input type="radio"/> Educational/General-Local | Deposit | Completed | 03 | 2008 | 04/08/2008 - 6:26 A.M. |
| <input type="radio"/> Pension Surcharge | Signature | Completed | 03 | 2008 | 04/04/2008 - 9:34 A.M. |
| <input type="radio"/> New Member Payments | Deposit | Completed | 03 | 2008 | 04/08/2008 - 6:26 A.M. |
| <input type="radio"/> TRS-Care Surcharge | Signature | Completed | 03 | 2008 | 04/08/2008 - 4:33 P.M. |

[View Report History](#) [View Report Detail](#)

- [Error Codes](#)
- [Warning Codes](#)
- [TRAQS Home](#)

Report Month: **Report Type:**
Report Year: **Report Status:**

[Submit Query](#)



The report type follows the O (*radio button*). Click on the *radio button* to access the report to be viewed.



Report Summary

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Report Month: March

Report Year: 2008

| Report Type | Action |
|--|-----------|
| <input type="radio"/> Member Data | Detail |
| <input type="radio"/> Regular Payroll | Deposit |
| <input type="radio"/> Employment of Retired Member | Detail |
| <input type="radio"/> Federal Fund /Private Grant | Deposit |
| <input type="radio"/> NonEducational/General | Deposit |
| <input type="radio"/> Educational/General-Local | Deposit |
| <input type="radio"/> Pension Surcharge | Signature |
| <input type="radio"/> New Member Payments | Deposit |
| <input type="radio"/> TRS-Care Surcharge | Signature |

Report Month: Report Types:
 Report Year: Report Status:

The "Action" indicates which report component has been processed. "Actions" are Detail, Signature, Deposit (TEXNET) and Process.



Report Summary

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Report Month: March

Report Year: 2008

| Report Type | Action | Report Status |
|--|-----------|---------------|
| <input type="radio"/> Member Data | Detail | Completed |
| <input type="radio"/> Regular Payroll | Deposit | Completed |
| <input type="radio"/> Employment of Retired Member | Detail | Completed |
| <input type="radio"/> Federal Fund /Private Grant | Deposit | Completed |
| <input type="radio"/> NonEducational/General | Deposit | Completed |
| <input type="radio"/> Educational/General-Local | Deposit | Completed |
| <input type="radio"/> Pension Surcharge | Signature | Completed |
| <input type="radio"/> New Member Payments | Deposit | Completed |
| <input type="radio"/> TRS-Care Surcharge | Signature | Completed |

[View Report History](#)

[View Report Detail](#)

Report Month: Report Type:
 Report Year: Report Status:

[Submit Query](#)



The Report Status can be “Failed”, “Rejected”, “Over-due”, “Pending”, “Incomplete” or “Completed.” All reports must reach the Report Status of “Completed” each month.

The status of “Incomplete” is only possible with the *Member Data Report*.



Report Summary

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- [Submit Signatures](#)
- [Query Reports](#)
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Report Month: March

Report Year: 2008

| Report Type | Action | Report Status | Month | Year |
|--|-----------|---------------|-------|------|
| <input type="radio"/> Member Data | Detail | Completed | 03 | 2008 |
| <input type="radio"/> Regular Payroll | Deposit | Completed | 03 | 2008 |
| <input type="radio"/> Employment of Retired Member | Detail | Completed | 03 | 2008 |
| <input type="radio"/> Federal Fund /Private Grant | Deposit | Completed | 03 | 2008 |
| <input type="radio"/> NonEducational/General | Deposit | Completed | 03 | 2008 |
| <input type="radio"/> Educational/General-Local | Deposit | Completed | 03 | 2008 |
| <input type="radio"/> Pension Surcharge | Signature | Completed | 03 | 2008 |
| <input type="radio"/> New Member Payments | Deposit | Completed | 03 | 2008 |
| <input type="radio"/> TRS-Care Surcharge | Signature | Completed | 03 | 2008 |

Report Month:
 Report Type:

Report Year:
 Report Status:

This is the month and year selected for the requested query. Use the current report month and year or use the “pull down” menu to select a different month and year.



Report Summary

- [Submit Reports](#)
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- [Correction](#)
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- [Back to Main Menu](#)
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Report Month: March

Report Year: 2008

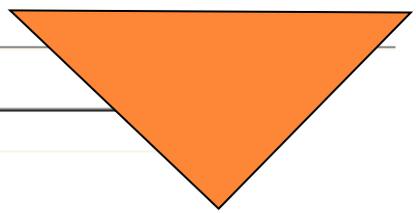
| Report Type | Action | Report Status | Month | Year | Date/Time Processed |
|--|-----------|---------------|-------|------|-------------------------|
| <input type="radio"/> Member Data | Detail | Completed | 03 | 2008 | 04/02/2008 - 12:31 P.M. |
| <input type="radio"/> Regular Payroll | Deposit | Completed | 03 | 2008 | 04/08/2008 - 6:26 A.M. |
| <input type="radio"/> Employment of Retired Member | Detail | Completed | 03 | 2008 | 04/09/2008 - 12:03 P.M. |
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| <input type="radio"/> NonEducational/General | Deposit | Completed | 03 | 2008 | 04/08/2008 - 6:26 A.M. |
| <input type="radio"/> Educational/General-Local | Deposit | Completed | 03 | 2008 | 04/08/2008 - 6:26 A.M. |
| <input type="radio"/> Pension Surcharge | Signature | Completed | 03 | 2008 | 04/04/2008 - 9:34 A.M. |
| <input type="radio"/> New Member Payments | Deposit | Completed | 03 | 2008 | 04/08/2008 - 6:26 A.M. |
| <input type="radio"/> TRS-Care Surcharge | Signature | Completed | 03 | 2008 | 04/08/2008 - 4:33 P.M. |

- [Error Codes](#)
- [Warning Codes](#)
- [TRAQS Home](#)

Report Month:
 Report Type:

Report Year:
 Report Status:

This is the date and time that the "Action" (report component) was processed.





Report Summary

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- [Submit Signatures](#)
- [Query Reports](#)
- [Estimate Interest Due](#)
- [Reporting Entity Data](#)
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- [Correction](#)
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Report Month: March

Report Year: 2008

| Report Type | Action | Status | Month | Year | Date/Time | Processed |
|--------------------------------|-----------|-----------|-------|------|-------------------------|-----------|
| ○ Member Data | Detail | Completed | 03 | 2008 | 04/02/2008 - 12:31 P.M. | |
| ○ Regular Payroll | Deposit | Completed | 03 | 2008 | 04/08/2008 - 6:26 A.M. | |
| ○ Employment of Retired Member | Detail | Completed | 03 | 2008 | 04/09/2008 - 12:03 P.M. | |
| ○ Federal Fund /Private Grant | Deposit | Completed | 03 | 2008 | 04/08/2008 - 6:26 A.M. | |
| ○ NonEducational/General | Deposit | Completed | 03 | 2008 | 04/08/2008 - 6:26 A.M. | |
| ○ Educational/General-Local | Deposit | Completed | 03 | 2008 | 04/08/2008 - 6:26 A.M. | |
| ○ Pension Surcharge | Signature | Completed | 03 | 2008 | 04/04/2008 - 9:34 A.M. | |
| ○ New Member Payments | Deposit | Completed | 03 | 2008 | 04/08/2008 - 6:26 A.M. | |
| ○ TRS-Care Surcharge | Signature | Completed | 03 | 2008 | 04/08/2008 - 4:33 P.M. | |

- [Error Codes](#)
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Report Month:
 Report Year:
 Report Type:

This button will access the "Report Detail" screen and show the most recent "action" (report component) and the processing results for the report type selected.



Report Summary

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Report Month: March

Report Year: 2008

| Report Type | Action | Report Status | Month | Year | Date/Time Processed |
|--|-----------|---------------|-------|------|-------------------------|
| <input type="radio"/> Member Data | Detail | Completed | 03 | 2008 | 04/02/2008 - 12:31 P.M. |
| <input type="radio"/> Regular Payroll | Deposit | Completed | 03 | 2008 | 04/08/2008 - 6:26 A.M. |
| <input type="radio"/> Employment of Retired Member | Detail | Completed | 03 | 2008 | 04/09/2008 - 12:03 P.M. |
| <input type="radio"/> Federal Fund /Private Grant | Deposit | Completed | 03 | 2008 | 04/08/2008 - 6:26 A.M. |
| <input type="radio"/> NonEducational/General | Deposit | Completed | 03 | 2008 | 04/08/2008 - 6:26 A.M. |
| <input type="radio"/> Educational/General-Local | Deposit | Completed | 03 | 2008 | 04/08/2008 - 6:26 A.M. |
| <input type="radio"/> Pension Surcharge | Signature | Completed | 03 | 2008 | 04/04/2008 - 9:34 A.M. |
| <input type="radio"/> New Member Payments | Deposit | Completed | 03 | 2008 | 04/08/2008 - 6:26 A.M. |
| <input type="radio"/> TRS-Care Surcharge | Signature | Completed | 03 | 2008 | 04/08/2008 - 4:33 P.M. |

Report Month: Report Year:

This button will access the Report History screen and show all of the report components received and processed for the month for the report type selected.



Report Summary

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[Submit Signatures](#)

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[Warning Codes](#)
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Report Month: March

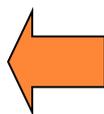
Report Year: 2008

| Report Type | Action | Report Status | Month | Year | Date/Time Processed |
|--|-----------|---------------|-------|------|-------------------------|
| <input type="radio"/> Member Data | Detail | Completed | 03 | 2008 | 04/02/2008 - 12:31 P.M. |
| <input type="radio"/> Regular Payroll | Deposit | Completed | 03 | 2008 | 04/08/2008 - 6:26 A.M. |
| <input type="radio"/> Employment of Retired Member | Detail | Completed | 03 | 2008 | 04/09/2008 - 12:03 P.M. |
| <input type="radio"/> Federal Fund /Private Grant | Deposit | Completed | 03 | 2008 | 04/08/2008 - 6:26 A.M. |
| <input type="radio"/> NonEducational/General | Deposit | Completed | 03 | 2008 | 04/08/2008 - 6:26 A.M. |
| <input type="radio"/> Educational/General-Local | Deposit | Completed | 03 | 2008 | 04/08/2008 - 6:26 A.M. |
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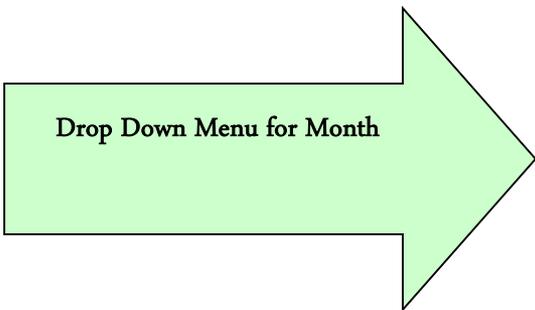
[View Report History](#) [View Report Detail](#)

Report Month:

- January
- February
- March**
- April
- May
- June
- July
- August
- September
- October
- November
- December



Click on the down arrow and then click on the month selected to "Query."





Report Summary

- [Submit Reports](#)
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- [Query Reports](#)
- [Estimate Interest Due](#)
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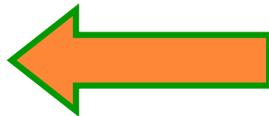
Report Month: March

Report Year: 2008

| Report Type | Action | Report Status | Month | Year | Date/Time Processed |
|--|-----------|---------------|-------|------|-------------------------|
| <input type="radio"/> Member Data | Detail | Completed | 03 | 2008 | 04/02/2008 - 12:31 P.M. |
| <input type="radio"/> Regular Payroll | Deposit | Completed | 03 | 2008 | 04/08/2008 - 6:26 A.M. |
| <input type="radio"/> Employment of Retired Member | Detail | Completed | 03 | 2008 | 04/09/2008 - 12:03 P.M. |
| <input type="radio"/> Federal Fund /Private Grant | Deposit | Completed | 03 | 2008 | 04/08/2008 - 6:26 A.M. |
| <input type="radio"/> NonEducational/General | Deposit | Completed | 03 | 2008 | 04/08/2008 - 6:26 A.M. |
| <input type="radio"/> Educational/General-Local | Deposit | Completed | 03 | 2008 | 04/08/2008 - 6:26 A.M. |
| <input type="radio"/> Pension Surcharge | Signature | Completed | 03 | 2008 | 04/04/2008 - 9:34 A.M. |
| <input type="radio"/> New Member Payments | Deposit | Completed | 03 | 2008 | 04/08/2008 - 6:26 A.M. |
| <input type="radio"/> TRS-Care Surcharge | Signature | Completed | 03 | 2008 | 04/08/2008 - 4:33 P.M. |

Report Year:

- 2007
- 2008
- 2009



Click on the down arrow and then click on the year selected to "Query."



Drop Down Menu for Year



Report Summary

- [Submit Reports](#)
- [Submit Signatures](#)
- [Query Reports](#)
- [Estimate Interest Due](#)
- [Reporting Entity Data](#)
- [View Employee Eligibility](#)
- [Member Data Correction](#)
- [ER Correction](#)

-
- [Back to Main Menu](#)
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 - [Log Out](#)

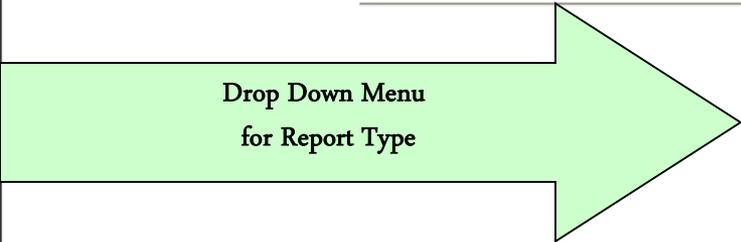
-
- [Error Codes](#)
 - [Warning Codes](#)
 - [TRAQS Home](#)

Report Month: March

| Report Type | Action |
|--|--------------------|
| <input type="radio"/> Member Data | Detail |
| <input type="radio"/> Regular Payroll | Deposit |
| <input type="radio"/> Employment of Retired Member | Detail |
| <input type="radio"/> Federal Fund /Private Grant | Deposit |
| <input type="radio"/> NonEducational/General | Deposit |
| <input type="radio"/> Educational/General-Local | Deposit |
| <input type="radio"/> Pension Surcharge | Signature |
| <input type="radio"/> New Member Payments | Deposit |
| <input type="radio"/> TRS-Care Surcharge | Signature |
| View Report History | View Report |

Active Care
 Contract/Work Agreement
 TRS-Care Surcharge
 Educational/General-Local
 Employment of Retired Member
 Federal Fund /Private Grant
 Federal Grant TRS-Care
 Insurance Contributions
 Member Data
 Member Position
 NonEducational/General
 New Member Payments
 Penalty Interest
 Pension Surcharge
 Reporting Entity TRS-CARE Contribution
 Regular Payroll
 Statutory Minimum
 Special Service
All Report Types

Report Type: All Report Types



Click on the down arrow and then click on the report type selected to "Query."



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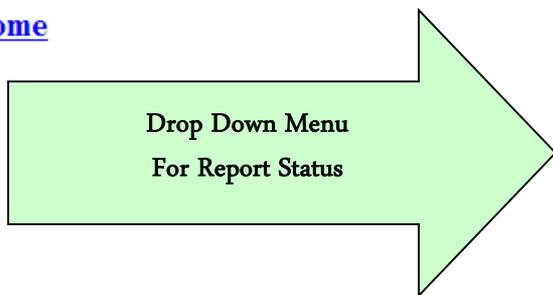
[Error Codes](#)
[Warning Codes](#)
[TRAQS Home](#)

Report Month: March

Report Year: 2008

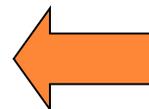
| Report Type | Action | Report Status | Month | Year | Date/Time Processed |
|---|-----------|---------------|-------|------|-------------------------|
| <input type="radio"/> Member Data | Detail | Completed | 03 | 2008 | 04/02/2008 - 12:31 P.M. |
| <input type="radio"/> Regular Payroll | Deposit | Completed | 03 | 2008 | 04/08/2008 - 6:26 A.M. |
| <input type="radio"/> Employment of Retired Member Detail | Detail | Completed | 03 | 2008 | 04/09/2008 - 12:03 P.M. |
| <input type="radio"/> Federal Fund /Private Grant | Deposit | Completed | 03 | 2008 | 04/08/2008 - 6:26 A.M. |
| <input type="radio"/> NonEducational/General | Deposit | Completed | 03 | 2008 | 04/08/2008 - 6:26 A.M. |
| <input type="radio"/> Educational/General-Local | Deposit | Completed | 03 | 2008 | 04/08/2008 - 6:26 A.M. |
| <input type="radio"/> Pension Surcharge | Signature | Completed | 03 | 2008 | 04/04/2008 - 9:34 A.M. |
| <input type="radio"/> New Member Payments | Deposit | Completed | 03 | 2008 | 04/08/2008 - 6:26 A.M. |
| <input type="radio"/> TRS-Care Surcharge | Signature | Completed | 03 | 2008 | 04/08/2008 - 4:33 P.M. |

[View Report History](#) [View Report Detail](#)



Report Status:

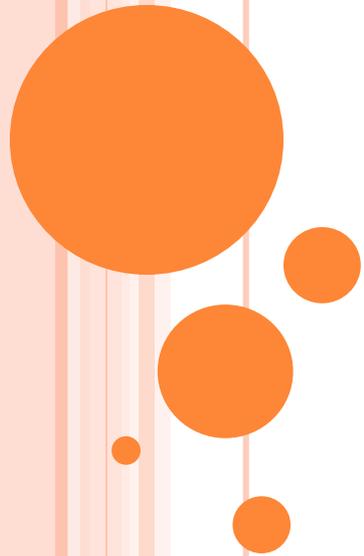
- All
- Completed
- Failed
- Hold
- Incomplete
- Overdue
- Pending
- Rejected
- All
- Not Complete



Click on the down arrow and then click on the Report Status selected to "Query."

QUERY REPORTS

Member Data Report



MEMBER *DATA REPORT*

General Information:

- ❑ The Detail component of the Member Data Report consists of several record types: demographic, address, contract and position, termination and their related adjustment record types. It is possible to have more than one record submitted for one person in a report month. Refer to the file formats for a detailed description of each record type.
- ❑ The Signature component must match the number of records submitted on the Detail component.
- ❑ During a month when there are no Member Data Report records to be submitted, either submit a Signature checking the small box indicating there is no Detail to be sent or do nothing.



MEMBER DATA REPORT

General Information, continued

- ❑ One or more Warning Messages will keep the report from reaching the status of “Completed.” The “Completed” or “Incomplete” status is possible for the Member Data Report.
- ❑ A Warning Message indicates the reason why the record was not accepted by TRS.
- ❑ Access the Member Data Correction System (MDCS) to make appropriate corrections and submit a corrected report. Anytime a Detail (report) is submitted, a matching Signature must be submitted.
- ❑ More than 1 Detail and Signature can be submitted each month.



MEMBER DATA REPORT

The following pages QR-44 through QR-55 illustrate how to “Query” the **Member Data Report**. The example shows the first to the last “action” submitted and the work done by the reporting entity to bring the report to the “Complete” status.

The **Member Data Report** has two (2) components:

(1) Detail (2) Signature





Report Summary

To determine how the *Member Data Report* arrived at the “Completed” status, follow steps #1 and #2 to the History Summary screen.

#1 = CLICK

- [Submit Reports](#)
- [Submit Signatures](#)
- [Query Reports](#)
- [Estimate Interest Due](#)
- [Reporting Entity Data](#)
- [View Employee](#)
- [Eligibility](#)
- [Member Data](#)
- [Correction](#)
- [ER Correction](#)

Report Month: March

Report Year: 2008

| Report Type | March | Report | 2008 | | |
|--|-----------|-----------|-------|------|-------------------------|
| | ACTION | Status | Month | Year | Date/Time Processed |
| <input type="radio"/> Member Data | Detail | Completed | 03 | 2008 | 04/02/2008 - 12:31 P.M. |
| <input type="radio"/> Regular Payroll | Deposit | Completed | 03 | 2008 | 04/08/2008 - 6:26 A.M. |
| <input type="radio"/> Employment of Retired Member | Detail | Completed | 03 | 2008 | 04/09/2008 - 12:03 P.M. |
| <input type="radio"/> Federal Fund /Private Grant | Deposit | Completed | 03 | 2008 | 04/08/2008 - 6:26 A.M. |
| <input type="radio"/> NonEducational/General | Deposit | Completed | 03 | 2008 | 04/08/2008 - 6:26 A.M. |
| <input type="radio"/> Educational/General-Local | Deposit | Completed | 03 | 2008 | 04/08/2008 - 6:26 A.M. |
| <input type="radio"/> Pension Surcharge | Signature | Completed | 03 | 2008 | 04/04/2008 - 9:34 A.M. |
| <input type="radio"/> New Member Payments | Deposit | Completed | 03 | 2008 | 04/08/2008 - 6:26 A.M. |
| <input type="radio"/> TRS-Care Surcharge | Signature | Completed | 03 | 2008 | 04/08/2008 - 4:33 P.M. |

View Report History

View Report Detail

- [Back to Main Menu](#)
- [Change Password](#)
- [Log Out](#)

- [Error Codes](#)
- [Warning Codes](#)
- [TRAQS Home](#)

Report Month: Report Type:
 Report Year: Report Status:

Submit Query

#2 = CLICK



History Summary

The History Summary screen lists each “action” (Signature or Detail) and the Report Status that each “action” achieved. Begin viewing each “action” from the first submitted (bottom “action”) to the last submitted (top “action”). Follow steps #1 and #2 to the History Detail screen.

#1 = CLICK

- [Submit Reports](#)
- [Submit Signatures](#)
- [Query Reports](#)
- [Estimate Interest Due](#)
- [Report Eligibility Data](#)
- [View Profile](#)
- [Eligibility](#)
- [Member Data Correction](#)
- [ER Correction](#)
- [Back to Member](#)
- [Change Password](#)
- [Log Out](#)
- [Select Another Employer](#)

Report Month: March

Report Year: 2008

| Report Type | Action | Report Status | Month | Year | Date/Time Processed |
|-------------|-----------|---------------|-------|------|------------------------|
| Member Data | Signature | Completed | 03 | 2008 | 03/21/2008 - 3:17 P.M. |
| Member Data | Detail | Pending | 03 | 2008 | 03/21/2008 - 3:11 P.M. |
| Member Data | Signature | Incomplete | 03 | 2008 | 03/21/2008 - 2:07 P.M. |
| Member Data | Detail | Pending | 03 | 2008 | 03/21/2008 - 2:05 P.M. |

View History Detail

#2 = CLICK

Report Month: Report Type:
 Report Year: Report Status:

Submit Query

Think of this sequence of “actions” as an imaginary ladder (reading from the bottom to the top). The first “action” is the first rung of the ladder. The last “action” is the top rung of the ladder. QR-45



History Detail

The History Detail screen indicated that the “action” was the Detail. The Detail included 10 records. There was 1 Warning Message. This “action” achieved the Report Status of “Pending.”

- [Submit Reports](#)
- [Submit Signatures](#)
- [Query Reports](#)
- [Estimate Interest Due](#)
- [Reporting Entity Data](#)
- [View Employee Eligibility](#)
- [Member Data Correction](#)
- [ER Correction](#)

- [Back to Main Menu](#)
- [Change Password](#)
- [Log Out](#)
- [Select Another Employer](#)

- [Error Codes](#)
- [Warning Codes](#)
- [TRAQS Home](#)

Member Data Report

Report Month: **March**

Report Year: **2008**

Report Status: Pending

Date/Time Processed 03/21/2008 - 2:05 P.M.

Date Detail Received 03/21/2008 - 2:02 P.M.

Date Signature Received date received unknown

Number of Detail Records 10

Number of Signature Records 0

Number of Warnings 1

Number of Errors 0

Click on the *View Warnings* button to read the Warning Message.

Report Month:

Report Type:

Report Year:

Report Status:



History Detail

The Warning Message indicated that the Signature component had not been received. TRAQS will not process the Detail component until the Signature component has been received.

- [Submit Reports](#)
- [Submit Signatures](#)
- [Query Reports](#)
- [Estimate Interest Due](#)
- [Reporting Entity Data](#)
- [View Employee Eligibility](#)
- [Member Data Correction](#)
- [ER Correction](#)

- [Back to Main Menu](#)
- [Change Password](#)
- [Log Out](#)
- [Select Another Employer](#)

- [Error Codes](#)
- [Warning Codes](#)
- [TRAQS Home](#)

Member Data Report

Action: Detail

Report Month: **March** Report Year: **2008** Report Status: Pending

| | |
|-------------------------|------------------------|
| Date/Time Processed | 03/21/2008 - 2:05 P.M. |
| Date Detail Received | 03/21/2008 - 2:02 P.M. |
| Date Signature Received | date received unknown |

| | |
|-----------------------------|----|
| Number of Detail Records | 10 |
| Number of Signature Records | 0 |
| Number of Warnings | 1 |
| Number of Errors | 0 |

Warning Messages



MB - NO SIGNATURE TOTALS FOUND FOR REPORT



History Summary

Click on the second "action" which is the Signature that resulted in the Report Status of "Incomplete." Then click on *View History Detail*.

#1 = CLICK

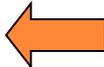
- [Submit Reports](#)
- [Submit Signatures](#)
- [Query Reports](#)
- [Estimate Interest Due](#)
- [Reporting Entity Data](#)
- [View Employee Eligibility](#)
- [Member Data Correction](#)
- [ER Correction](#)
- [Back to Main Menu](#)
- [Change Password](#)
- [Log Out](#)
- [Select Another Employer](#)

Report Month: March

Report Year: 2008

| Report Type | <u>Action</u> | Report Status | Month | Year | Date/Time Processed |
|-----------------------------------|-----------------------------|---------------|-------|------|------------------------|
| <input type="radio"/> Member Data | Signature | Completed | 03 | 2008 | 03/21/2008 - 3:17 P.M. |
| <input type="radio"/> Member Data | Detail | Pending | 03 | 2008 | 03/21/2008 - 3:11 P.M. |
| <input type="radio"/> Member Data | <u>Signature Incomplete</u> | Incomplete | 03 | 2008 | 03/21/2008 - 2:07 P.M. |
| <input type="radio"/> Member Data | Detail | Pending | 03 | 2008 | 03/21/2008 - 2:05 P.M. |

View History Detail



#2 = CLICK

Report Month: [March] Report Type: [Member Data]
 Report Year: [2008] Report Status: [Completed]

Submit Query

The History Detail screen indicated that the “action” was Signature. The number of Detail records and Signature records matched and resulted in the Report Status of “Incomplete.”



History Detail

- Submit Reports
- Submit Signatures
- [Query Reports](#)
- [Estimate Interest Due Reporting Entity Data](#)
- [View Employee Eligibility](#)
- Member Data Correction
- [ER Correction](#)

- [Back to Main Menu](#)
- [Change Password](#)
- [Log Out](#)
- [Select Another Employer](#)

- [Error Codes](#)
- [Warning Codes](#)
- [TRAQS Home](#)

Member Data Report

Report Month: **March** Report Year: **2008**

Date/Time Processed 03/21/2008 - 2:07 P.M.

Date Detail Received 03/21/2008 - 2:02 P.M.

Date Signature Received 03/21/2008 - 1:33 P.M.

Number of Detail Records 10

Number of Signature Records 10

Number of Warnings 4

Number of Errors 0

[View Warnings](#)

Action: Signature

Report Status: Incomplete

The Report Status is “Incomplete” because 4 records were not accepted by TRS.

Click on *View Warnings* to read the Warning Messages.

Report Month: **March** Report Type: **Member Data**

Report Year: **2008** Report Status: **Incomplete**

[Submit Query](#)



History Summary

Click on the third "action" which is the Detail that resulted in the Report Status of "Pending." Then click on *View History Detail*.

#1 = CLICK

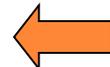
- Submit Reports
- Submit Signatures
- [Query Reports](#)
- [Estimate Interest Due](#)
- [Reporting Entity Data](#)
- [View Employee Eligibility](#)
- Member Data Correction
- [ER Correction](#)
- [Back to Main Menu](#)
- [Change Password](#)
- [Log Out](#)
- [Select Another Employer](#)

Report Month: March

Report Year: 2008

| Report Type | <u>Action</u> | Report Status | Month | Year | Date/Time Processed |
|--------------|---------------|----------------|-------|------|------------------------|
| ○Member Data | Signature | Completed | 03 | 2008 | 03/21/2008 - 3:17 P.M. |
| ○Member Data | <u>Detail</u> | <u>Pending</u> | 03 | 2008 | 03/21/2008 - 3:11 P.M. |
| ○Member Data | Signature | Incomplete | 03 | 2008 | 03/21/2008 - 2:07 P.M. |
| ○Member Data | Detail | Pending | 03 | 2008 | 03/21/2008 - 2:05 P.M. |

View History Detail



#2 = CLICK

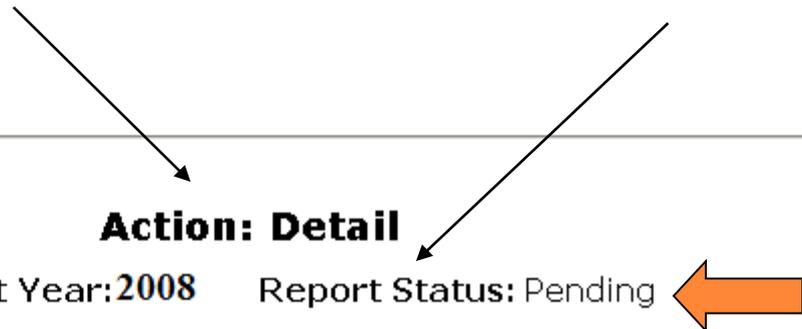
Report Month: Report Type:
 Report Year: Report Status:

Submit Query



History Detail

The History Detail screen indicated that the “action” was the Detail. The Detail included 3 records. There was 1 Warning Message. This “action” achieved the Report Status of “Pending.”



- [Submit Reports](#)
- [Submit Signatures](#)
- [Query Reports](#)
- [Estimate Interest Due](#)
- [Reporting Entity Data](#)
- [View Employee Eligibility](#)
- [Member Data Correction](#)
- [ER Correction](#)

- [Back to Main Menu](#)
- [Change Password](#)
- [Log Out](#)
- [Select Another Employer](#)

- [Error Codes](#)
- [Warning Codes](#)
- [TRAQS Home](#)

Member Data Report

Report Month: **March**

Report Year: **2008**

Report Status: Pending

Date/Time Processed 03/21/2008 - 3:11 P.M.

Date Detail Received 03/21/2008 - 3:07 P.M.

Date Signature Received date received unknown

Number of Detail Records 3

Number of Signature Records 0

Number of Warnings 1

Number of Errors 0

[View Warnings](#)

Click on the *View Warnings* button to read the Warning Message.

Report Month:

Report Type:

Report Year:

Report Status:

[Submit Query](#)



History Detail

The Warning Message indicated that the Signature component had not been received. TRAQS will not process the Detail component until the Signature component has been received.

- [Submit Reports](#)
- [Submit Signatures](#)
- [Query Reports](#)
- [Estimate Interest Due Reporting Entity Data](#)
- [View Employee Eligibility](#)
- [Member Data Correction ER Correction](#)

- [Back to Main Menu](#)
- [Change Password](#)
- [Log Out](#)
- [Select Another Employer](#)

- [Error Codes](#)
- [Warning Codes](#)
- [TRAQS Home](#)

Member Data Report

Report Month: **March** Report Year: **2008**

Action: Detail

Report Status: Pending

Date/Time Processed 03/21/2008 - 3:11 P.M.

Date Detail Received 03/21/2008 - 3:07 P.M.

Date Signature Received date received unknown

Number of Detail Records 3

Number of Signature Records 0

Number of Warnings 1

Number of Errors 0

Warning Messages



MB - NO SIGNATURE TOTALS FOUND FOR REPORT



History Summary

Click on the fourth "action" which is the Signature that resulted in the Report Status of "Completed." Then click on *View History Detail*.

#1 = CLICK

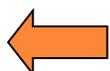
- [Submit Reports](#)
- [Submit Signatures](#)
- [Query Reports](#)
- [Estimate Interest Due](#)
- [Reporting Entity Data](#)
- [View Employee Eligibility](#)
- [Member Data Correction](#)
- [ER Correction](#)
- [Back to Main Menu](#)
- [Change Password](#)
- [Log Out](#)
- [Select Another Employer](#)

Report Month: March

Report Year: 2008

| Report Type | Action | Report Status | Month | Year | Date/Time Processed |
|-----------------------------------|------------------|---------------|-------|------|------------------------|
| <input type="radio"/> Member Data | <u>Signature</u> | Completed | 03 | 2008 | 03/21/2008 - 3:17 P.M. |
| <input type="radio"/> Member Data | Detail | Pending | 03 | 2008 | 03/21/2008 - 3:11 P.M. |
| <input type="radio"/> Member Data | Signature | Incomplete | 03 | 2008 | 03/21/2008 - 2:07 P.M. |
| <input type="radio"/> Member Data | Detail | Pending | 03 | 2008 | 03/21/2008 - 2:05 P.M. |

View History Detail



#2 = CLICK

- [Error Codes](#)
- [Warning Codes](#)
- [TRAQS Home](#)

Report Month: Report Type:
 Report Year: Report Status:

Submit Query



History Detail

The History Detail screen indicated that the “action” was Signature. The number of Detail records and Signature records matched and resulted in the Report Status of “Completed.”

- [Submit Reports](#)
- [Submit Signatures](#)
- [Query Reports](#)
- [Estimate Interest Due](#)
- [Reporting Entity Data](#)
- [View Employee Eligibility](#)
- [Member Data Correction](#)
- [ER Correction](#)
- [Back to Main Menu](#)
- [Change Password](#)
- [Log Out](#)
- [Select Another Employer](#)

Member Data Report

Action: Signature

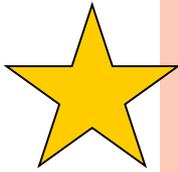
Report Month: **March**

Report Year: **2008**

Report Status: Completed

| | | |
|-----------------------------|------------|-------------|
| Date/Time Processed | 03/21/2008 | - 3:17 P.M. |
| Date Detail Received | 03/21/2008 | - 3:07 P.M. |
| Date Signature Received | 03/21/2008 | - 3:01 P.M. |
| Number of Detail Records | 3 | |
| Number of Signature Records | 3 | |
| Number of Warnings | 0 | |
| Number of Errors | 0 | |

The Report Status is “Completed” because all records were accepted by TRS.



- [Error Codes](#)
- [Warning Codes](#)
- [TRAQS Home](#)

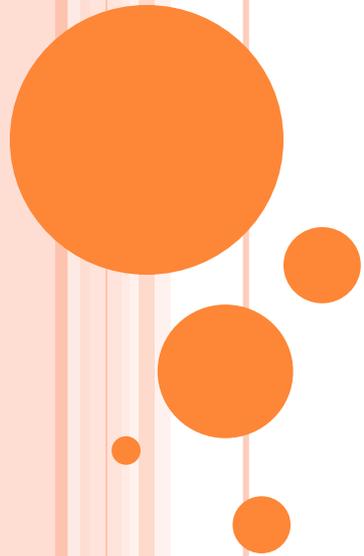
Report Month: Report Type:

Report Year: Report Status:

Submit Query

QUERY REPORTS

Regular Payroll Report



Regular Payroll Report

The following pages QR-24 through QR-39 illustrate how to “Query” the **Regular Payroll Report**. The example shows the first to the last “action” submitted and the work done by the reporting entity to bring the report to the “Completed” status.

The **Regular Payroll Report** has three (3) components:

(1) TEXNET (2) Detail (3) Signature





Report Summary

To determine how the Regular Payroll Report arrived at the "Completed" status, follow steps #1 and #2 to the History Summary screen.

#1 = CLICK

- [Submit Reports](#)
- [Submit Signatures](#)
- [Query Reports](#)
- [Estimate Interest Due Reporting Entity Data](#)
- [View Employee Eligibility](#)
- [Member Data Correction](#)
- [ER Correction](#)

Report Month: March

Report Year: 2008

| Report Type | Action | Report Status | Month | Year | Date/Time Processed |
|--|-----------|---------------|-------|------|-------------------------|
| <input type="radio"/> Member Data | Detail | Completed | 03 | 2008 | 04/02/2008 - 12:31 P.M. |
| <input type="radio"/> Regular Payroll | Deposit | Completed | 03 | 2008 | 04/08/2008 - 6:26 A.M. |
| <input type="radio"/> Employment of Retired Member | Detail | Completed | 03 | 2008 | 04/09/2008 - 12:03 P.M. |
| <input type="radio"/> Federal Fund /Private Grant | Deposit | Completed | 03 | 2008 | 04/08/2008 - 6:26 A.M. |
| <input type="radio"/> NonEducational/General | Deposit | Completed | 03 | 2008 | 04/08/2008 - 6:26 A.M. |
| <input type="radio"/> Educational/General-Local | Deposit | Completed | 03 | 2008 | 04/08/2008 - 6:26 A.M. |
| <input type="radio"/> Pension Surcharge | Signature | Completed | 03 | 2008 | 04/04/2008 - 9:34 A.M. |
| <input type="radio"/> New Member Payments | Deposit | Completed | 03 | 2008 | 04/08/2008 - 6:26 A.M. |
| <input type="radio"/> TRS-Care Surcharge | Signature | Completed | 03 | 2008 | 04/08/2008 - 4:33 P.M. |

View Report History

View Report Detail

- [Back to Main Menu](#)
- [Change Password](#)
- [Log Out](#)

- [Error Codes](#)
- [Warning Codes](#)
- [TRAQS Home](#)

Report Month: Report Type:
 Report Year: Report Status:

Submit Query

#2 = CLICK



History Summary

The History Summary screen lists each “action” (Signature, Detail, Deposit or Process) and the Report Status that each “action” achieved. Begin viewing each “action” from the first submitted (bottom “action”) to the last submitted (top “action”). Follow steps #1 and #2 to the History Detail screen.

#1 = CLICK



Report Month: March

Report Year: 2008

| Report Type | <u>Action</u> | Report Status | Month | Year | Date/Time Processed | |
|-----------------------|-----------------|---------------|-----------------|------|---------------------|-------------------------|
| <input type="radio"/> | Regular Payroll | Deposit | Completed | 03 | 2008 | 04/08/2008 - 6:26 A.M. |
| <input type="radio"/> | Regular Payroll | Detail | Pending | 03 | 2008 | 04/02/2008 - 12:35 P.M. |
| <input type="radio"/> | Regular Payroll | Signature | Pending | 03 | 2008 | 04/02/2008 - 12:33 P.M. |
| <input type="radio"/> | Regular Payroll | Detail | Rejected | 03 | 2008 | 04/02/2008 - 11:08 A.M. |
| <input type="radio"/> | Regular Payroll | Signature | Pending | 03 | 2008 | 04/02/2008 - 11:04 A.M. |
| <input type="radio"/> | Regular Payroll | <u>Detail</u> | <u>Rejected</u> | 03 | 2008 | 04/02/2008 - 10:09 A.M. |

- [Back to Main Menu](#)
- [Change Password](#)
- [Log Out](#)

- [Error Codes](#)
- [Warning Codes](#)
- [TRAQS Home](#)

View History Detail

#2 = CLICK

Think of this sequence of “actions” as an imaginary ladder (reading from the bottom to the top). The first “action” is the first rung of the ladder. The last “action” is the top rung of the ladder.

The Error Message showed that one person reported was a retiree. TRS retirees are not reported on Regular Payroll.

- Submit Reports
- Submit Signatures
- [Query Reports](#)
- [Estimate Interest Due](#)
- [Reporting Entity Data](#)
- [View Employee Eligibility](#)
- Member Data Correction
- [ER Correction](#)

- [Back to Main Menu](#)
- [Change Password](#)
- [Log Out](#)
- [Select Another Employer](#)

- [Error Codes](#)
- [Warning Codes](#)
- [TRAQS Home](#)

Regular Payroll Report

Action: Detail

Report Month: March Report Year: 2008 Report Status: Rejected

Date/Time Processed 3/24/2008 - 5:05 P.M.

Date Detail Received 3/24/2008 - 4:36 P.M.

Date Signature Received date received unknown



| | Retirement | Ins Contribution | RE TRS-Care | Special Purchase |
|------------------------------|-----------------|------------------|-----------------|------------------|
| Date TEXNET Deposit Received | deposit not rec | deposit not rec | deposit not rec | deposit not rec |
| TEXNET Deposit | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Detail Contribution Total | \$286,105.63 | \$29,058.10 | \$24,588.10 | \$1,347.28 |
| Signature Contribution Total | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| District Ledger Balance | \$0.00 | \$0.00 | \$0.00 | \$0.00 |

Number of Detail Records 1420
 Number of Signature Records 0

Number of Warnings 3
 Number of Errors 1



Hide Errors

Error Messages



10 - 999999999 PAYROLL INCLUDE ON EMPLOYMENT OF RETIRED MEMBERS REPORT

View Warnings



History Summary

Click on the second “action” which was the Signature that resulted in the report status of “Pending”. Then click on *View History Detail*.

#1 = CLICK

- Submit Reports
- Submit Signatures
- [Query Reports](#)
- [Estimate Interest Due](#)
- [Reporting Entity Data](#)
- [View Employee Eligibility](#)
- Member Data Correction
- [ER Correction](#)

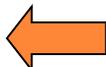
- [Back to Main Menu](#)
- [Change Password](#)
- [Log Out](#)
- [Select Another Employer](#)

Report Month: March

Report Year: 2008

| Report Type | <u>Action</u> | Report Status | Month | Year | Date/Time | Processed |
|---------------------------------------|------------------|---------------|-------|------|------------|--------------|
| <input type="radio"/> Regular Payroll | Deposit | Completed | 03 | 2008 | 03/27/2008 | - 6:25 A.M. |
| <input type="radio"/> Regular Payroll | Detail | Pending | 03 | 2008 | 03/25/2008 | - 12:16 P.M. |
| <input type="radio"/> Regular Payroll | Signature | Pending | 03 | 2008 | 03/25/2008 | - 12:14 P.M. |
| <input type="radio"/> Regular Payroll | Detail | Rejected | 03 | 2008 | 03/25/2008 | - 11:09 A.M. |
| <input type="radio"/> Regular Payroll | <u>Signature</u> | Pending | 03 | 2008 | 03/25/2008 | - 11:06 A.M. |
| <input type="radio"/> Regular Payroll | Detail | Rejected | 03 | 2008 | 03/24/2008 | - 5:05 P.M. |

View History Detail



#2 = CLICK

- [Error Codes](#)
- [Warning Codes](#)
- [TRAQS Home](#)



History Detail

The History Detail screen shows that the "action" of Signature achieved the Report Status of "Pending."

- Submit Reports
- Submit Signatures
- [Query Reports](#)
- [Estimate Interest Due](#)
- [Reporting Entity Data](#)
- [View Employee Eligibility](#)
- Member Data Correction
- [ER Correction](#)

- [Back to Main Menu](#)
- [Change Password](#)
- [Log Out](#)
- [Select Another Employer](#)

- [Error Codes](#)
- [Warning Codes](#)
- [TRAQS Home](#)

Note: The Detail is not shown because it was previously "Rejected".

Regular Payroll Report

Report Month: **March** Report Year: **2008** Report Status: Pending

Date/Time Processed 03/25/2008 - 11:06 A.M.

Date Detail Received report not received

Date Signature Received 03/25/2008 - 10:40 A.M.

Action: Signature

| | Retirement | Ins Contribution | RE TRS-Care | Svcs Purchase |
|------------------------------|----------------------|----------------------|----------------------|----------------------|
| Date TEXNET Deposit Received | deposit not received | deposit not received | deposit not received | deposit not received |
| TEXNET Deposit | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Detail Contribution Total | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Signature Contribution Total | \$286,105.63 | \$29,058.10 | \$24,588.18 | \$1,347.28 |
| District Ledger Balance | \$0.00 | \$0.00 | \$0.00 | \$0.00 |

Number of Detail Records 0 Number of Warnings 0

Number of Signature Records 1420 Number of Errors 0

TRS is waiting for the (1) TEXNET Deposit and the (2) Detail.



History Summary

Click on the third “action” which was submitting a second Detail that resulted in the report status of “Rejected”. Then click on *View History Detail*.

#1 = CLICK

- Submit Reports
- Submit Signatures
- [Query Reports](#)
- [Estimate Interest Due](#)
- [Reporting Entity Data](#)
- [View Employee Eligibility](#)
- Member Data Correction
- [ER Correction](#)

- [Back to Main Menu](#)
- [Change Password](#)
- [Log Out](#)
- [Select Another Employer](#)

Report Month: March

Report Year: 2008

| Report Type | <u>Action</u> | Report Status | Month | Year | Date/Time | Processed |
|---------------------------------------|---------------|---------------|-------|------|------------|--------------|
| <input type="radio"/> Regular Payroll | Deposit | Completed | 03 | 2008 | 03/27/2008 | - 6:25 A.M. |
| <input type="radio"/> Regular Payroll | Detail | Pending | 03 | 2008 | 03/25/2008 | - 12:16 P.M. |
| <input type="radio"/> Regular Payroll | Signature | Pending | 03 | 2008 | 03/25/2008 | - 12:14 P.M. |
| <input type="radio"/> Regular Payroll | <u>Detail</u> | Rejected | 03 | 2008 | 03/25/2008 | - 11:09 A.M. |
| <input type="radio"/> Regular Payroll | Signature | Pending | 03 | 2008 | 03/25/2008 | - 11:06 A.M. |
| <input type="radio"/> Regular Payroll | Detail | Rejected | 03 | 2008 | 03/24/2008 | - 5:05 P.M. |

[View History Detail](#)



#2 = CLICK

- [Error Codes](#)
- [Warning Codes](#)
- [TRAQS Home](#)



History Detail

The History Detail screen shows that the “action” of Detail achieved the Report Status of “Rejected” because there was 1 Error Message.

Action: Detail

Regular Payroll Report

Report Month: **March** Report Year: **2008** Report Status: Rejected

Date/Time Processed 03/24/2008 - 5:05 P.M.

Date Detail Received 03/24/2008 - 4:36 P.M.

Date Signature Received date received unknown

| | Retirement | Ins Contribution | RE TRS-Care | Svcs Purchase |
|------------------------------|----------------------|----------------------|----------------------|-----------------|
| Date TEXNET Deposit Received | deposit not received | deposit not received | deposit not received | deposit not rec |
| TEXNET Deposit | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Detail Contribution Total | \$286,105.63 | \$29,058.10 | \$24,588.18 | \$1,347.28 |
| Signature Contribution Total | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| District Ledger Balance | \$0.00 | \$0.00 | \$0.00 | \$0.00 |

Number of Detail Records 1420

Number of Warnings 3

Number of Signature Records 0

Number of Errors 1

View Errors

View Warnings



Click on the View Errors button to read the Error Message.

- Submit Reports
- Submit Signatures
- [Query Reports](#)
- [Estimate Interest Due](#)
- [Reporting Entity Data](#)
- [View Employee Eligibility](#)
- Member Data Correction
- [ER Correction](#)
- [Back to Main Menu](#)
- [Change Password](#)
- [Log Out](#)
- [Select Another Employer](#)

- [Error Codes](#)
- [Warning Codes](#)
- [TRAQS Home](#)

The Error Message showed that one person reported was a retiree. TRS retirees are not reported on Regular Payroll.

- [Submit Reports](#)
- [Submit Signatures](#)
- [Query Reports](#)
- [Estimate Interest Due](#)
- [Reporting Entity Data](#)
- [View Employee Eligibility](#)
- [Member Data Correction](#)
- [ER Correction](#)

- [Back to Main Menu](#)
- [Change Password](#)
- [Log Out](#)
- [Select Another Employer](#)

- [Error Codes](#)
- [Warning Codes](#)
- [TRAQS Home](#)

Regular Payroll Report

Action: Detail

Report Month: **March** Report Year: **2008** Report Status: Rejected



Date/Time Processed 03/25/2008 - 11:09 A.M.

Date Detail Received 03/25/2008 - 10:32 A.M.

Date Signature Received 03/25/2008 - 10:40 A.M.

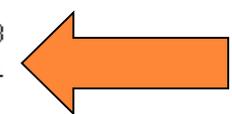
| | Retirement | Ins Contribution | RE TRS-Care | Svcs Purchase |
|------------------------------|----------------------|----------------------|----------------------|-----------------|
| Date TEXNET Deposit Received | deposit not received | deposit not received | deposit not received | deposit not rec |
| TEXNET Deposit | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Detail Contribution Total | \$286,105.63 | \$29,058.10 | \$24,588.18 | \$1,347.28 |
| Signature Contribution Total | \$286,105.63 | \$29,058.10 | \$24,588.18 | \$1,347.28 |
| District Ledger Balance | \$0.00 | \$0.00 | \$0.00 | \$0.00 |

Number of Detail Records 1420

Number of Signature Records 1420

Number of Warnings 3

Number of Errors 1



Hide Errors

Error Messages



10 - 999999999 PAYROLL INCLUDE ON EMPLOYMENT OF RETIRED MEMBERS REPORT

View Warnings



History Summary

Click on the fourth "action" which was submitting a second Signature that resulted in the report status of "Pending". Then click on *View History Detail*.

#1 = CLICK

- Submit Reports
- Submit Signatures
- [Query Reports](#)
- [Estimate Interest Due](#)
- [Reporting Entity Data](#)
- [View Employee Eligibility](#)
- Member Data Correction
- [ER Correction](#)

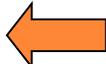
- [Back to Main Menu](#)
- [Change Password](#)
- [Log Out](#)
- [Select Another Employer](#)

Report Month: March

Report Year: 2008

| Report Type | <u>Action</u> | Report Status | Month | Year | Date/Time | Processed |
|---------------------------------------|------------------|---------------|-------|------|------------|--------------|
| <input type="radio"/> Regular Payroll | Deposit | Completed | 03 | 2008 | 03/27/2008 | - 6:25 A.M. |
| <input type="radio"/> Regular Payroll | Detail | Pending | 03 | 2008 | 03/25/2008 | - 12:16 P.M. |
| <input type="radio"/> Regular Payroll | <u>Signature</u> | Pending | 03 | 2008 | 03/25/2008 | - 12:14 P.M. |
| <input type="radio"/> Regular Payroll | Detail | Rejected | 03 | 2008 | 03/25/2008 | - 11:09 A.M. |
| <input type="radio"/> Regular Payroll | Signature | Pending | 03 | 2008 | 03/25/2008 | - 11:06 A.M. |
| <input type="radio"/> Regular Payroll | Detail | Rejected | 03 | 2008 | 03/24/2008 | - 5:05 P.M. |

[View History Detail](#)



#2 = CLICK

- [Error Codes](#)
- [Warning Codes](#)
- [TRAQS Home](#)



History Summary

Click on the fifth "action" which was submitting a third Detail that resulted in the report status of "Pending". Then click on *View History Detail*.

#1 = CLICK

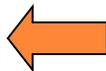


Report Month: March

Report Year: 2008

| Report Type | <u>Action</u> | Report Status | Month | Year | Date/Time | Processed |
|---------------------------------------|---------------|---------------|-------|------|------------|--------------|
| <input type="radio"/> Regular Payroll | Deposit | Completed | 03 | 2008 | 03/27/2008 | - 6:25 A.M. |
| <input type="radio"/> Regular Payroll | <u>Detail</u> | Pending | 03 | 2008 | 03/25/2008 | - 12:16 P.M. |
| <input type="radio"/> Regular Payroll | Signature | Pending | 03 | 2008 | 03/25/2008 | - 12:14 P.M. |
| <input type="radio"/> Regular Payroll | Detail | Rejected | 03 | 2008 | 03/25/2008 | - 11:09 A.M. |
| <input type="radio"/> Regular Payroll | Signature | Pending | 03 | 2008 | 03/25/2008 | - 11:06 A.M. |
| <input type="radio"/> Regular Payroll | Detail | Rejected | 03 | 2008 | 03/24/2008 | - 5:05 P.M. |

[View History Detail](#)



#2 = CLICK

- Submit Reports
- Submit Signatures
- [Query Reports](#)
- [Estimate Interest Due](#)
- [Reporting Entity Data](#)
- [View Employee Eligibility](#)
- Member Data Correction
- [ER Correction](#)

- [Back to Main Menu](#)
- [Change Password](#)
- [Log Out](#)
- [Select Another Employer](#)

- [Error Codes](#)
- [Warning Codes](#)
- [TRAQS Home](#)



History Summary

Click on the sixth “action” which was submitting the TEXNET Deposit that resulted in the report status of “Completed”.

#1 = CLICK

- Submit Reports
- Submit Signatures
- [Query Reports](#)
- [Estimate Interest Due](#)
- [Reporting Entity Data](#)
- [View Employee Eligibility](#)
- Member Data Correction
- [ER Correction](#)

- [Back to Main Menu](#)
- [Change Password](#)
- [Log Out](#)
- [Select Another Employer](#)

Report Month: **March**

Report Year: **2008**

| Report Type | Action | Report Status | Month | Year | Date/Time | Processed |
|---------------------------------------|----------------|---------------|-------|------|------------|--------------|
| <input type="radio"/> Regular Payroll | <u>Deposit</u> | Completed | 03 | 2008 | 03/27/2008 | - 6:25 A.M. |
| <input type="radio"/> Regular Payroll | Detail | Pending | 03 | 2008 | 03/25/2008 | - 12:16 P.M. |
| <input type="radio"/> Regular Payroll | Signature | Pending | 03 | 2008 | 03/25/2008 | - 12:14 P.M. |
| <input type="radio"/> Regular Payroll | Detail | Rejected | 03 | 2008 | 03/25/2008 | - 11:09 A.M. |
| <input type="radio"/> Regular Payroll | Signature | Pending | 03 | 2008 | 03/25/2008 | - 11:06 A.M. |
| <input type="radio"/> Regular Payroll | Detail | Rejected | 03 | 2008 | 03/24/2008 | - 5:05 P.M. |

#2 = CLICK

- [Error Codes](#)
- [Warning Codes](#)
- [TRAQS Home](#)



History Detail

The Deposit was processed at 03/27/2008 – 6:25 a.m. That “action” achieved the report status of “Completed.”

- [Submit Reports](#)
- [Submit Signatures](#)
- [Query Reports](#)
- [Estimate Interest Due](#)
- [Reporting Entity Data](#)
- [View Employee Eligibility](#)
- [Member Data Correction](#)
- [ER Correction](#)

- [Back to Main Menu](#)
- [Change Password](#)
- [Log Out](#)
- [Select Another Employer](#)

- [Error Codes](#)
- [Warning Codes](#)
- [TRAQS Home](#)

Regular Payroll Report

Report Month **March** Report Year: **2008** Report Status: Completed

Date/Time Processed 03/27/2008 - 6:25 A.M.

Date Detail Received 03/27/2008 - 11:41 A.M.

Date Signature Received 03/27/2008 - 11:43 A.M.

Action: Deposit ←



| | Retirement | Ins Contribution | RE TRS-Care | Svcs Purchase |
|------------------------------|------------------------|------------------------|-------------|---------------|
| Date TEXNET Deposit Received | 03/27/2008 - 6:25 A.M. | 03/27/2008 - 6:25 A.M. | 03/27/2008 | 10/27/2006 |
| TEXNET Deposit | \$286,089.63 | \$29,056.47 | \$24,586.80 | \$1,347.28 |
| Detail Contribution Total | \$286,089.63 | \$29,056.47 | \$24,586.80 | \$1,347.28 |
| Signature Contribution Total | \$286,089.63 | \$29,056.47 | \$24,586.80 | \$1,347.28 |
| District Ledger Balance | \$286,089.63 | \$29,056.47 | \$24,586.80 | \$1,347.28 |

Number of Detail Records 1419
 Number of Signature Records 1419

Number of Warnings **1** ←
 Number of Errors 0

[View Warnings](#) ←

A Warning Message on the *Regular Payroll Report* does not keep the report from reaching the “Completed” status.

- [Submit Reports](#)
- [Submit Signatures](#)
- [Query Reports](#)
- [Estimate Interest Due](#)
- [Reporting Entity Data](#)
- [View Employee Eligibility](#)
- [Member Data Correction](#)
- [ER Correction](#)

- [Back to Main Menu](#)
- [Change Password](#)
- [Log Out](#)
- [Select Another Employer](#)

- [Error Codes](#)
- [Warning Codes](#)
- [TRAQS Home](#)

Regular Payroll Report

Action: Deposit



Report Month: **March** Report Year: **2008** Report Status: Completed

Date/Time Processed 03/27/2008 - 6:25 A.M.

Date Detail Received 03/25/2008 - 11:41 A.M.

Date Signature Received 03/25/2008 - 11:43 A.M.

| | Retirement | Ins Contribution | RE TRS-Care | Svcs Purchase |
|------------------------------|------------------------|----------------------|-------------|---------------|
| Date TEXNET Deposit Received | 03/27/2008 - 6:25 A.M. | 03/27/2008 6:25 A.M. | 03/27/2008 | 03/27/2008 |
| TEXNET Deposit | \$286,089.63 | \$29,056.47 | \$24,586.80 | \$1,347.28 |
| Detail Contribution Total | \$286,089.63 | \$29,056.47 | \$24,586.80 | \$1,347.28 |
| Signature Contribution Total | \$286,089.63 | \$29,056.47 | \$24,586.80 | \$1,347.28 |
| District Ledger Balance | \$286,089.63 | \$29,056.47 | \$24,586.80 | \$1,347.28 |

Number of Detail Records 1419

Number of Warnings 0

Number of Signature Records 1419

Number of Errors 0

Hide Warnings

Warning Messages

MISCELLANEOUS REPORTS

- **Federal Fund/Private Grant**

(all reporting entities)

- **Federal TRS Care**

(public schools only)

- **Statutory Minimum**

(certain public schools only)

- **Non-Educational/General Funds**

(senior universities, medical and dental schools only)

- **Educational General-Local Funds**

(senior universities, junior/community colleges, medical and dental schools only)

- **Reporting Entity Payment for New Members**

(all reporting entities)

- **Reporting Entity Pension Surcharge for Reported Retirees**

(all reporting entities)

- **Reporting Entity TRS-Care Surcharge for Reported Retirees**

all reporting entities)

- **Reporting Entity Payment for Non-OASDI Members**

(certain public schools, charter schools and Education Service Centers only)

- **Community/Junior College report**

(community and junior colleges only)



Federal Fund/Private Grant Report

The following pages QR-58 through QR-65 illustrate how to “Query” Miscellaneous Reports. In this example, the **Federal Fund/Private Grant Report** is used to describe the “query” process for all miscellaneous reports. The example shows the first to the last “action” submitted and the work done by the reporting entity to bring the report to the “Completed” status.

The Miscellaneous Reports have two (2) components:

(1) TEXNET (2) Signature



Report Summary

To determine how the *Federal Fund/Private Grant Report* arrived at the “Completed” status, follow steps #1 and #2 to the History Summary screen.

#1 = CLICK

- [Submit Reports](#)
- [Submit Signatures](#)
- [Query Reports](#)
- [Estimate Interest Due](#)
- [Reporting Entity Data](#)
- [View Employee Eligibility](#)
- [Member Data Correction](#)
- [ER Correction](#)

Report Month: March

Report Year: 2008

| Report Type | March | Report Status | Month | Year | Date | Time | Processed |
|--|-----------|---------------|-------|------|------------|------------|-----------|
| <input type="radio"/> Member Data | Detail | Completed | 03 | 2008 | 04/02/2008 | 12:31 P.M. | |
| <input type="radio"/> Regular Payroll | Deposit | Completed | 03 | 2008 | 04/08/2008 | 6:26 A.M. | |
| <input type="radio"/> Employment of Retired Member | Detail | Completed | 03 | 2008 | 04/09/2008 | 12:03 P.M. | |
| <input type="radio"/> Federal Fund /Private Grant | Deposit | Completed | 03 | 2008 | 04/08/2008 | 6:26 A.M. | |
| <input type="radio"/> NonEducational/General | Deposit | Completed | 03 | 2008 | 04/08/2008 | 6:26 A.M. | |
| <input type="radio"/> Educational/General-Local | Deposit | Completed | 03 | 2008 | 04/08/2008 | 6:26 A.M. | |
| <input type="radio"/> Pension Surcharge | Signature | Completed | 03 | 2008 | 04/04/2008 | 9:34 A.M. | |
| <input type="radio"/> New Member Payments | Deposit | Completed | 03 | 2008 | 04/08/2008 | 6:26 A.M. | |
| <input type="radio"/> TRS-Care Surcharge | Signature | Completed | 03 | 2008 | 04/08/2008 | 4:33 P.M. | |

View Report History

View Report Detail

- [Back to Main Menu](#)
- [Change Password](#)
- [Log Out](#)

- [Error Codes](#)
- [Warning Codes](#)
- [TRAQS Home](#)

Report Month: Report Type:
 Report Year: Report Status:

Submit Query

#2 = CLICK



History Summary

The History Summary screen lists each “action” (Signature and Deposit) and the Report Status that each “action” achieved. Begin viewing each “action” from the first submitted (bottom “action”) to the last submitted (top “action”). Follow steps #1 and #2 to the History Detail screen.

#1 = CLICK

- Submit Report
- Submit Signature
- [Query Reports](#)
- [Estimate Interest Due](#)
- [Reporting Data](#)
- [View Eligibility](#)
- [Eligibility](#)
- Member Correction
- [ER Correction](#)
- [Back Menu](#)
- [Change Password](#)
- [Log Out](#)
- [Select Other Employer](#)
- [Error Codes](#)
- [Warning Codes](#)
- [TRAQS Home](#)

Report Month: March

Report Year: 2008

| Report Type | Action | Report Status | Month | Year | Date/Time Processed |
|---|----------------|----------------|-------|------|-------------------------|
| <input type="radio"/> Federal Fund /Private Grant | Signature | Completed | 03 | 2008 | 04/06/2008 - 9:10 A.M. |
| <input type="radio"/> Federal Fund /Private Grant | Signature | Rejected | 03 | 2008 | 04/04/2008 - 10:17 A.M. |
| <input type="radio"/> Federal Fund /Private Grant | <u>Deposit</u> | <u>Pending</u> | 03 | 2008 | 04/01/2008 - 6:30 A.M. |

View History Detail

#2 = CLICK

Report Month: Report Type:
 Report Year: Report Status:

Submit Query

Think of this sequence of “actions” as an imaginary ladder (reading from the bottom to the top). The first “action” is the first rung of the ladder. The last “action” is the top rung of the ladder.



History Detail

The History Detail screen indicated that the “action” was Deposit. The “action” achieved the Report Status of “Pending.”

- [Submit Reports](#)
- [Submit Signatures](#)
- [Query Reports](#)
- [Estimate Interest Due Reporting Entity Data](#)
- [View Employee Eligibility](#)
- [Member Data Correction ER Correction](#)

- [Back to Main Menu](#)
- [Change Password](#)
- [Log Out](#)
- [Select Another Employer](#)

- [Error Codes](#)
- [Warning Codes](#)
- [TRAQS Home](#)

Federal Fund /Private Grant Report Action: Deposit

| | | | | | |
|---|------------------------|--|------|----------------|---------|
| Report Month: | March | Report Year: | 2008 | Report Status: | Pending |
| Date/Time Processed | 04/01/2008 - 6:30 A.M. | | | | |
| Date TEXNET Deposit Received | 04/01/2008 - 6:30 A.M. | | | | |
| Date Signature Received | date received unknown | | | | |
| TEXNET Deposit | \$355.81 |  | | | |
| Signature Contribution Total | \$0.00 | | | | |
| District Ledger Balance  | \$355.81 | | | | |
| Number of Warnings | 0 | | | | |
| Number of Errors | 0 | | | | |

Report Month: Report Type:
 Report Year: Report Status:



History Summary

Click on the second “action” which is the Signature that resulted in the Report Status of “Rejected.” Then click on *View History Detail*.

#1 = CLICK

- Submit Reports
- Submit Signatures
- [Query Reports](#)
- [Estimate Interest Due](#)
- [Reporting Entity Data](#)
- [View Employee Eligibility](#)
- Member Data Correction
- [ER Correction](#)
- [Back to Main Menu](#)
- [Change Password](#)
- [Log Out](#)
- [Select Another Employer](#)
- [Error Codes](#)
- [Warning Codes](#)
- [TRAQS Home](#)

Report Month: March

Report Year: 2008

| Report Type | Action | Report Status | Month | Year | Date/Time Processed |
|---|---------------------------|---------------|-------|------|-------------------------|
| <input type="radio"/> Federal Fund /Private Grant | Signature | Completed | 03 | 2008 | 04/06/2008 - 9:10 A.M. |
| <input type="radio"/> Federal Fund /Private Grant | <u>Signature Rejected</u> | | 03 | 2008 | 04/04/2008 - 10:17 A.M. |
| <input type="radio"/> Federal Fund /Private Grant | Deposit | Pending | 03 | 2008 | 04/01/2008 - 6:30 A.M. |

View History Detail

#2 = CLICK

Report Month: Report Type:

Report Year: Report Status:

Submit Query

The History Detail screen indicated that the “action” was Signature. This “action” resulted in the Report Status of “Rejected.” Click on *View Errors* to read the Error Message.



History Detail

- Submit Reports
- Submit Signatures
- [Query Reports](#)
- [Estimate Interest Due](#)
- [Reporting Entity Data](#)
- [View Employee Eligibility](#)
- Member Data Correction
- [ER Correction](#)
- [Back to Main Menu](#)
- [Change Password](#)
- [Log Out](#)
- [Select Another Employer](#)

- [Error Codes](#)
- [Warning Codes](#)
- [TRAQS Home](#)

Federal Fund / Private Grant Report

Action: Signature

Report Month: **March**

Report Year: **2008**

Report Status: Rejected



Date/Time Processed 04/04/2008 - 10:17 A.M.

Date TEXNET Deposit Received 04/01/2008 - 6:30 A.M.

Date Signature Received 04/01/2008 - 9:46 A.M.

TEXNET Deposit \$355.81

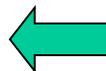
Signature Contribution Total \$355.81

District Ledger Balance \$355.81

Number of Warnings 0

Number of Errors 1

View Errors



Report Month: **March**

Report Type: **Federal Fund / Private Grant**

Report Year: **2008**

Report Status: **Rejected**



History Detail

The Error Message indicated that the contribution on the Signature was not 6% of the salary amount on the Signature. The Signature must be submitted again with the corrected amount of salary and contribution.

- Submit Reports
- Submit Signatures
- [Query Reports](#)
- [Estimate Interest Due Reporting Entity Data](#)
- [View Employee Eligibility](#)
- Member Data Correction
- [ER Correction](#)

- [Back to Main Menu](#)
- [Change Password](#)
- [Log Out](#)
- [Select Another Employer](#)

- [Error Codes](#)
- [Warning Codes](#)
- [TRAQS Home](#)



Federal Fund /Private Grant Report

Report Month: **March** Report Year: **2008**

Date/Time Processed 04/04/2008 - 10:17 A.M.
 Date TEXNET Deposit Received 04/01/2008 - 6:30 A.M.
 Date Signature Received 04/04/2008 - 9:46 A.M.

TEXNET Deposit \$355.81
 Signature Contribution Total \$355.81

District Ledger Balance \$355.81

Number of Warnings 0
 Number of Errors 1

Hide Errors

Error Messages

80 - Federal Fund/Private Grant CONTRIBUTION AMOUNT ' +355.81 ' IS NOT THE CORRECT PERCENTAGE OF THE SIGNATURE SALARY AMOUNT ' +6755.10 '

Action: Signature

Report Status: Rejected





History Summary

#1 = CLICK

Click on the third "action" which is the Signature that resulted in the Report Status of "Completed." Then click on *View History Detail*.

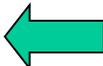
- Submit Reports
- Submit Signatures
- [Query Reports](#)
- [Estimate Interest Due](#)
- [Reporting Entity Data](#)
- [View Employee Eligibility](#)
- Member Data Correction
- [ER Correction](#)
- [Back to Main Menu](#)
- [Change Password](#)
- [Log Out](#)
- [Select Another Employer](#)
- [Error Codes](#)
- [Warning Codes](#)
- [TRAQS Home](#)

Report Month: March

Report Year: 2008

| Report Type | Action | Report Status | Month | Year | Date/Time Processed |
|---|----------------------------|---------------|-------|------|-------------------------|
| <input type="radio"/> Federal Fund /Private Grant | <u>Signature Completed</u> | Completed | 03 | 2008 | 04/06/2008 - 9:10 A.M. |
| <input type="radio"/> Federal Fund /Private Grant | Signature Rejected | Rejected | 03 | 2008 | 04/04/2008 - 10:17 A.M. |
| <input type="radio"/> Federal Fund /Private Grant | Deposit | Pending | 03 | 2008 | 04/01/2008 - 6:30 A.M. |

View History Detail



#2 = CLICK

Report Month: Report Type:
 Report Year: Report Status:

Submit Query



History Detail

The History Detail screen indicated that the “action” was another Signature.
The “action” resulted in the Report Status of “Completed”.

- [Submit Reports](#)
- [Submit Signatures](#)
- [Query Reports](#)
- [Estimate Interest Due](#)
- [Reporting Entity Data](#)
- [View Employee Eligibility](#)
- [Member Data Correction](#)
- [ER Correction](#)

- [Back to Main Menu](#)
- [Change Password](#)
- [Log Out](#)
- [Select Another Employer](#)

- [Error Codes](#)
- [Warning Codes](#)
- [TRAQS Home](#)

Federal Fund /Private Grant Report Action: Signature

Report Month: **March** Report Year: **2008** Report Status: Completed



Date/Time Processed 04/06/2008 - 9:10 A.M.

Date TEXNET Deposit Received 04/01/2008 - 6:30 A.M.

Date Signature Received 04/06/2008 - 8:23 A.M.

TEXNET Deposit \$355.81

Signature Contribution Total \$355.81

District Ledger Balance \$0.00

Number of Warnings 0

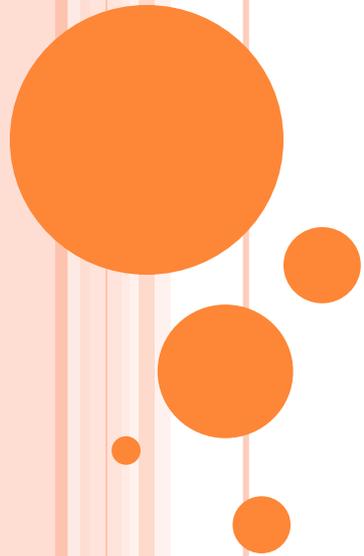
Number of Errors 0

Report Month: Report Type:

Report Year: Report Status:

QUERY REPORTS

Employment of Retired Members Report



Employment of Retired Members Report

The following pages QR-68 through QR-78 illustrate how to “Query” the **Employment of Retired Members Report**. The example shows the first to the last “action” submitted and the work done by the reporting entity to bring the report to the “Completed” status.

The **Employment of Retired Members Report** has two (2) components:

- (1) Detail
- (2) Signature





Report Summary

To determine how the *Employment of Retired Members Report* arrived at the “Completed” status, follow steps #1 and #2 to the History Summary screen.

#1 = CLICK

- [Submit Reports](#)
- [Submit Signatures](#)
- [Query Reports](#)
- [Estimate Interest Due](#)
- [Reporting Entity Data](#)
- [View Employee Eligibility](#)
- [Member Data](#)
- [Correction](#)
- [ER Correction](#)

- [Back to Main Menu](#)
- [Change Password](#)
- [Log Out](#)

Report Month: March

Report Year: 2008

| Report Type | Action | Report Status | Month | Year | Date/Time Processed |
|--|-----------|---------------|-------|------|-------------------------|
| <input type="radio"/> Member Data | Detail | Completed | 03 | 2008 | 04/02/2008 - 12:31 P.M. |
| <input type="radio"/> Regular Payroll | Deposit | Completed | 03 | 2008 | 04/08/2008 - 6:26 A.M. |
| <input type="radio"/> Employment of Retired Member | Detail | Completed | 03 | 2008 | 04/09/2008 - 12:03 P.M. |
| <input type="radio"/> Federal Fund /Private Grant | Deposit | Completed | 03 | 2008 | 04/08/2008 - 6:26 A.M. |
| <input type="radio"/> NonEducational/General | Deposit | Completed | 03 | 2008 | 04/08/2008 - 6:26 A.M. |
| <input type="radio"/> Educational/General-Local | Deposit | Completed | 03 | 2008 | 04/08/2008 - 6:26 A.M. |
| <input type="radio"/> Pension Surcharge | Signature | Completed | 03 | 2008 | 04/04/2008 - 9:34 A.M. |
| <input type="radio"/> New Member Payments | Deposit | Completed | 03 | 2008 | 04/08/2008 - 6:26 A.M. |
| <input type="radio"/> TRS-Care Surcharge | Signature | Completed | 03 | 2008 | 04/08/2008 - 4:33 P.M. |

View Report History

View Report Detail

- [Error Codes](#)
- [Warning Codes](#)
- [TRAQS Home](#)

Report Month: Report Type:
 Report Year: Report Status:

Submit Query

#2 = CLICK



History Summary

The History Summary screen lists each “action” (Signature or Detail) and the Report Status that each “action” achieved. Begin viewing each “action” from the first submitted (bottom “action”) to the last submitted (top “action”). Follow steps #1 and #2 to the History Detail screen.

#1 = CLICK

- [Submit Reports](#)
- [Submit Signatures](#)
- [Query Reports](#)
- [Estimate Interest Due](#)
- [Reporting Entity Data](#)
- [View Employee Eligibility](#)
- [Member Data Correction](#)
- [ER Correction](#)
- [Back to Main Menu](#)
- [Change Password](#)
- [Log Out](#)
- [Select Another Employer](#)

Report Month: March

Report Year: 2008

| Report Type | Action | Report Status | Month | Year | Date/Time Processed |
|--|-----------|---------------|-------|------|-------------------------|
| <input type="radio"/> Employment of Retired Member | Signature | Completed | 03 | 2008 | 03/27/2008 - 3:11 P.M. |
| <input type="radio"/> Employment of Retired Member | Detail | Failed | 03 | 2008 | 03/27/2008 - 3:09 P.M. |
| <input type="radio"/> Employment of Retired Member | Detail | Rejected | 03 | 2008 | 03/27/2008 - 1:05 P.M. |
| <input type="radio"/> Employment of Retired Member | Signature | Pending | 03 | 2008 | 03/27/2008 - 10:06 A.M. |

View History Detail

#2 = CLICK

- [Error Codes](#)
- [Warning Codes](#)
- [TRAQS Home](#)

Report Month: Report Type:

Report Year: Report Status:

Think of this sequence of “actions” as an imaginary ladder (reading from the bottom to the top). The first “action” is the first rung of the ladder. The last “action” is the top rung of the ladder.



History Detail

The History Detail screen indicated that the “action” was the Signature. This “action” resulted in the Report Status of “Pending.”

[Submit Reports](#)
[Submit Signatures](#)

[Query Reports](#)
[Estimate Interest Due Reporting Entity Data](#)
[View Employee Eligibility](#)
[Member Data Correction ER Correction](#)

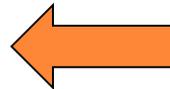
[Back to Main Menu](#)
[Change Password](#)
[Log Out](#)
[Select Another Employer](#)

[Error Codes](#)
[Warning Codes](#)
[TRAQS Home](#)

Employment of Retired Member Report Action: Signature

Report Month: March Report Year: 2008 Report Status: Pending
Date/Time Processed 03/27/2008 - 10:06 A.M.
Date Detail Received report not received
Date Signature Received 03/27/2008 - 9:33 A.M.

Number of Detail Records 0
Number of Signature Records 15
Number of Warnings 0
Number of Errors 0



Report Month: Report Type:
Report Year: Report Status:





History Summary

Click on the second "action" which is the Detail that resulted in the Report Status of "Rejected." Then click on *View History Detail*.

#1 = CLICK

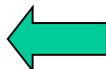
- Submit Reports
- Submit Signatures
- [Query Reports](#)
- [Estimate Interest Due](#)
- [Reporting Entity Data](#)
- [View Employee Eligibility](#)
- Member Data Correction
- [ER Correction](#)
- [Back to Main Menu](#)
- [Change Password](#)
- [Log Out](#)
- [Select Another Employer](#)

Report Month: March

Report Year: 2008

| Report Type | Action | Report Status | Month | Year | Date/Time Processed |
|--|-----------------|---------------|-------|------|-------------------------|
| <input type="radio"/> Employment of Retired Member Signature | Completed | Completed | 03 | 2008 | 03/27/2008 - 3:11 P.M. |
| <input type="radio"/> Employment of Retired Member Detail | Failed | Failed | 03 | 2008 | 03/27/2008 - 3:09 P.M. |
| <input type="radio"/> Employment of Retired Member <u>Detail</u> | <u>Rejected</u> | Rejected | 03 | 2008 | 03/27/2008 - 1:05 P.M. |
| <input type="radio"/> Employment of Retired Member Signature | Pending | Pending | 03 | 2008 | 03/27/2008 - 10:06 A.M. |

View History Detail



#2 = CLICK

- [Error Codes](#)
- [Warning Codes](#)
- [TRAQS Home](#)

Report Month: Report Type:

Report Year: Report Status:



History Detail

The History Detail screen indicated that the “action” was Detail. This “action” resulted in the Report Status of “Rejected.” Click on *View Errors* to read the Error Message.

- Submit Reports
- Submit Signatures
- [Query Reports](#)
- [Estimate Interest Due Reporting Entity Data](#)
- [View Employee Eligibility](#)
- Member Data Correction
- [ER Correction](#)

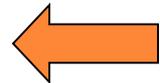
- [Back to Main Menu](#)
- [Change Password](#)
- [Log Out](#)
- [Select Another Employer](#)

- [Error Codes](#)
- [Warning Codes](#)
- [TRAQS Home](#)

Employment of Retired Member Report

Action: Detail

Report Month: **March** Report Year: **2008** Report Status: Rejected



Date/Time Processed 03/27/2008 - 1:05 P.M.

Date Detail Received 03/27/2008 - 12:07 P.M.

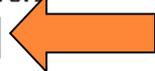
Date Signature Received 03/27/2008 - 9:33 A.M.

Number of Detail Records 15

Number of Signature Records 15

Number of Warnings 0

Number of Errors 1



Report Month: Report Type:

Report Year: Report Status:





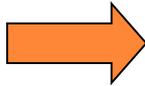
History Detail

The “action” was the Detail which resulted in the Report Status of “Rejected.” The Error Message identified what had to be corrected on the Detail. Then the Detail had to be resubmitted.

- Submit Reports
- Submit Signatures
- [Query Reports](#)
- [Estimate Interest Due Reporting Entity Data](#)
- [View Employee Eligibility](#)
- Member Data Correction
- [ER Correction](#)

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Employment of Retired Member Report

Action: Detail

Report Month: **March** Report Year: **2008** Report Status: Rejected

Date/Time Processed 03/27/2008 - 1:05 P.M.

Date Detail Received 03/27/2008 - 12:07 P.M.

Date Signature Received 03/27/2008 - 9:33 A.M.

Number of Detail Records 15

Number of Signature Records 15

Number of Warnings 0

Number of Errors 1

Error Messages

9D - 999999999 Retired Prior to Jan 1, 2011 Report in area 2 of the signature only. Do not report on the detail or include in area 1.



History Summary

#1 = CLICK

Click on the third "action" which is the Detail that resulted in the Report Status of "Failed." Then click on *View History Detail*.

Submit Reports
Submit Signatures

[Query Reports](#)
[Estimate Interest Due](#)
[Reporting Entity Data](#)
[View Employee Eligibility](#)

Member Data Correction
[ER Correction](#)

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[Error Codes](#)

[Warning Codes](#)

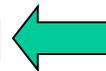
[TRAQS Home](#)

Report Month: March

Report Year: 2008

| Report Type | Action | Report Status | Month | Year | Date/Time Processed |
|--|--------|---------------|-------|------|-------------------------|
| <input type="radio"/> Employment of Retired Member Signature | | Completed | 03 | 2008 | 03/27/2008 - 3:11 P.M. |
| <input type="radio"/> Employment of Retired Member Detail | | Failed | 03 | 2008 | 03/27/2008 - 3:09 P.M. |
| <input type="radio"/> Employment of Retired Member Detail | | Rejected | 03 | 2008 | 03/27/2008 - 1:05 P.M. |
| <input type="radio"/> Employment of Retired Member Signature | | Pending | 03 | 2008 | 03/27/2008 - 10:06 A.M. |

View History Detail



#2 = CLICK

Report Month: Report Type:
 Report Year: Report Status:

Submit Query





History Detail

The Error Messages indicated that the number of records on the Detail (14) and the number of records in Area 1 of the Signature (15) did not match. Either the Detail component or the Signature component had to be resubmitted.

Submit Reports
Submit Signatures

[Query Reports](#)

[Estimate Interest Due Reporting Entity Data](#)

[View Employee Eligibility](#)

Member Data Correction
[ER Correction](#)

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Employment of Retired Member Report

Report Month: **March**

Report Year: **2008**

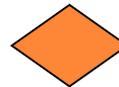
Date/Time Processed 03/27/2008 - 3:09 P.M.

Date Detail Received 03/27/2008 - 2:54 P.M.

Date Signature Received 03/27/2008 - 9:33 A.M.

Number of Detail Records 14

Number of Signature Records 15



Number of Warnings 0

Number of Errors 1

Hide Errors

Error Messages

00 - SIGNATURE AND REPORT TOTALS DO NOT MATCH

Action: Detail

Report Status: Failed





Click on the fourth "action" which is the Signature that resulted in the Report Status of "Completed." Then click on *View History Detail*.

History Summary

#1 = CLICK

Submit Reports
Submit Signatures

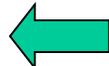
- [Query Reports](#)
- [Estimate Interest Due Reporting Entity Data](#)
- [View Employee Eligibility](#)
- Member Data Correction
- [ER Correction](#)
- [Back to Main Menu](#)
- [Change Password](#)
- [Log Out](#)
- [Select Another Employer](#)

Report Month: March

Report Year: 2008

| Report Type | Action | Report Status | Month | Year | Date/Time Processed |
|--|-----------|---------------|-------|------|-------------------------|
| <input type="radio"/> Employment of Retired Member | Signature | Completed | 03 | 2008 | 03/27/2008 - 3:11 P.M. |
| <input type="radio"/> Employment of Retired Member | Detail | Failed | 03 | 2008 | 03/27/2008 - 3:09 P.M. |
| <input type="radio"/> Employment of Retired Member | Detail | Rejected | 03 | 2008 | 03/27/2008 - 1:05 P.M. |
| <input type="radio"/> Employment of Retired Member | Signature | Pending | 03 | 2008 | 03/27/2008 - 10:06 A.M. |

View History Detail



#2 = CLICK

- [Error Codes](#)
- [Warning Codes](#)
- [TRAQS Home](#)

Report Month: Report Type:

Report Year: Report Status:

Submit Query





History Detail

The History Detail screen indicated that the “action” was Signature. The “action” achieved the Report Status of “Completed.”

Submit Reports
Submit Signatures

[Query Reports](#)
[Estimate Interest Due Reporting Entity Data](#)
[View Employee Eligibility](#)
Member Data Correction
[ER Correction](#)

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[Log Out](#)
[Select Another Employer](#)

[Error Codes](#)
[Warning Codes](#)
[TRAQS Home](#)

Employment of Retired Member Report Action: Signature

Report Month: **March** Report Year: **2008** Report Status: Completed

Date/Time Processed 03/27/2008 - 3:11 P.M.

Date Detail Received 03/27/2008 - 2:54 P.M.

Date Signature Received 03/27/2008 - 2:54 P.M.



Number of Detail Records 14
Number of Signature Records 14

Number of Warnings 0
Number of Errors 0

Report Month: Report Type:

Report Year: Report Status:

