

PPMS Control Table FAQs

1. In order to issue a check that exceeds the maximum gross pay, where do I find the maximum gross pay and how do I change it?

The maximum gross pay is defined on the Pay Frequency Table (PS9013). To access this screen, you must complete the Function, Screen, and Key 1 fields.

To change the maximum gross pay, in the Function field, type **C** (change). Type the new amounts in the Maximum Gross Pay and Maximum Net Pay fields, if applicable.

Note: These are the only changes you may make on this screen.

Caution: If you are changing this because of a one-time large payment, after the payment is issued, you must return to the Pay Frequency Table (PS9013) and change the Maximum Gross Pay and Maximum Net Pay back to the original amounts.

2. Where can I find Job Scheduling information?

The [Job Scheduling Word document](#) provides an overview as well as a link to the Job Scheduling Index.