Fill in the desired search criteria and click the **Search** button to display the search results.

1. **Pay Period End Date** - If you enter, a Pay Period End Date along with an Empl ID in the search criteria, the results will display just the paycheck paid to the employee in the pay period specified.

2. **Pay Group** - Displays the pay group the paycheck was paid under.

3. **Pay Period End Date** - Lists the end date of the pay period of each individual paycheck in the list.

4. **Off Cycle?** - Indicates whether or not the paycheck was paid as part of regular on-cycle processing (shows as 'N' in this field) or was created as an off-cycle check or adjustment (shows as 'Y' in this field).

5. **Paycheck Number** - Displays the paper paycheck number or advice number associated with each payment.

6. **Empl ID** - Entering the employee's Empl ID as the only search criteria will pull up a listing of all paychecks paid to that employee in UCPath.

7. **Name** - Displays the employee’s name.
The **Earnings** section within the Paycheck Earnings tab displays information about the employee’s gross pay and how it was calculated. There may be multiple paylines associated with the employee’s pay, so it is always a good idea to click the **View All** link if applicable.

The earnings information displays differently for monthly paid employees than for hourly employees who are paid biweekly.

1. **Begin Date** - Begin date of the period in which the earnings on that payline were earned
2. **End Date** - End date of the period in which the earnings on that payline were earned
3. **Employment Record Number** - Displays the Empl record number of the position the earnings were earned and are being paid
4. **Earnings** - For monthly paid/salaried employees, the regular gross earnings loads from the "Compensation" tab on the employee’s Job Data record and is reflected in this field.
5. **Other Earnings Monthly** - For monthly employees, any other pay besides regular salary will be shown in this section
6. **Other Earnings Biweekly** - For biweekly employees, all types of pay appear in the Other Earnings section
7. **Additional Data** - Clicking this link on a given payline provides further information regarding the position being paid, including the Department, Job Code, and Position number of the job.
Special accumulators are used during deduction calculations and limit testing. Currently the accumulators are used for benefit deductions that are based on an earnings amount other than total gross that may have a limit.

1. **Code**: - The Savings Plan table and General Deduction table use special accumulator codes in payroll calculation.

2. **Hours/Earnings**: An accumulator tracks how many hours or days an employee has accumulated in one or more earnings codes.

3. **Empl Record**: Employee Record Sequence
The **Taxes** section of the Paycheck Taxes tab displays a breakdown of the federal and state tax amounts that were withheld from the employee’s paycheck. It also displays the taxable gross on which the tax withholdings were calculated.

The **Tax Entity** column defines whether the type of tax withheld is for the Federal Government or State of Wisconsin.

The **Tax Class** column lists the different types of taxes withheld:

1. **Federal MED/EE** - Employee paid Medicare tax
2. **Federal Med/ER** - Employer paid Medicare tax (not withheld from the employee’s pay)
3. **Federal OASDI/EE** - Employee paid Social Security tax
4. **Federal OASDI/ER** - Employer paid Social Security tax (not withheld from the employee’s pay)
5. **Federal Withholding** - Federal withholding tax
6. **State Withholding** – CA State Withholding

Foreign national employees whose taxable wages and tax withholdings are reported on a 1042-S form (rather than a W-2), these amounts are shown in the **Taxes** and **1042 Taxes** sections.
The Deductions section of the Paycheck Deductions tab displays all non-tax related deductions associated with a particular paycheck (benefit deductions and general deductions). There may be quite a few deductions taken from an employee’s paycheck, so it is a good idea to click the View All link if applicable to ensure you're seeing the full list.

1. **Before-Tax** - Indicates the deduction reduces the employee’s taxable wages on the paycheck.

2. **After-Tax** - Indicates the deduction is withheld after tax withholdings are calculated, thus not affecting the employee’s taxable gross for the paycheck.

3. **Nontaxable** - Indicates the deduction is an employer-paid deduction. The dollar amount listed for nontaxable deductions is not actually withheld from the employee’s paycheck.

4. **Taxable** - These are not actual deductions withheld from the employee’s pay. The dollar amount associated with a taxable "deduction" is the amount added to the employee’s taxable gross wages for the pay period.

The Net Pay Distribution section of the Paycheck Deductions tab further details how the employee received his/her paycheck. This section only has information in it if the employee received their paycheck via direct deposit.