IRIS Online Pay Statements and DASH Payslips Overview

Job Aid

Summary:
This Job Aid outlines the similarities and differences between the new DASH online payslip and the IRIS version that UT employees previously accessed through the IRIS Web Portal. In DASH, pay statements are referred to as ***payslips***, which is a terminology change for UT. Additional information and FAQs are included on the last page of this document.

Navigation Path:
Once a DASH payslip is available, UT employees will log in to DASH and follow the navigation steps highlighted below. In addition, the "View My Payslips" Oracle Guided Learning (OGL) Process Guide provides in-application steps within DASH.

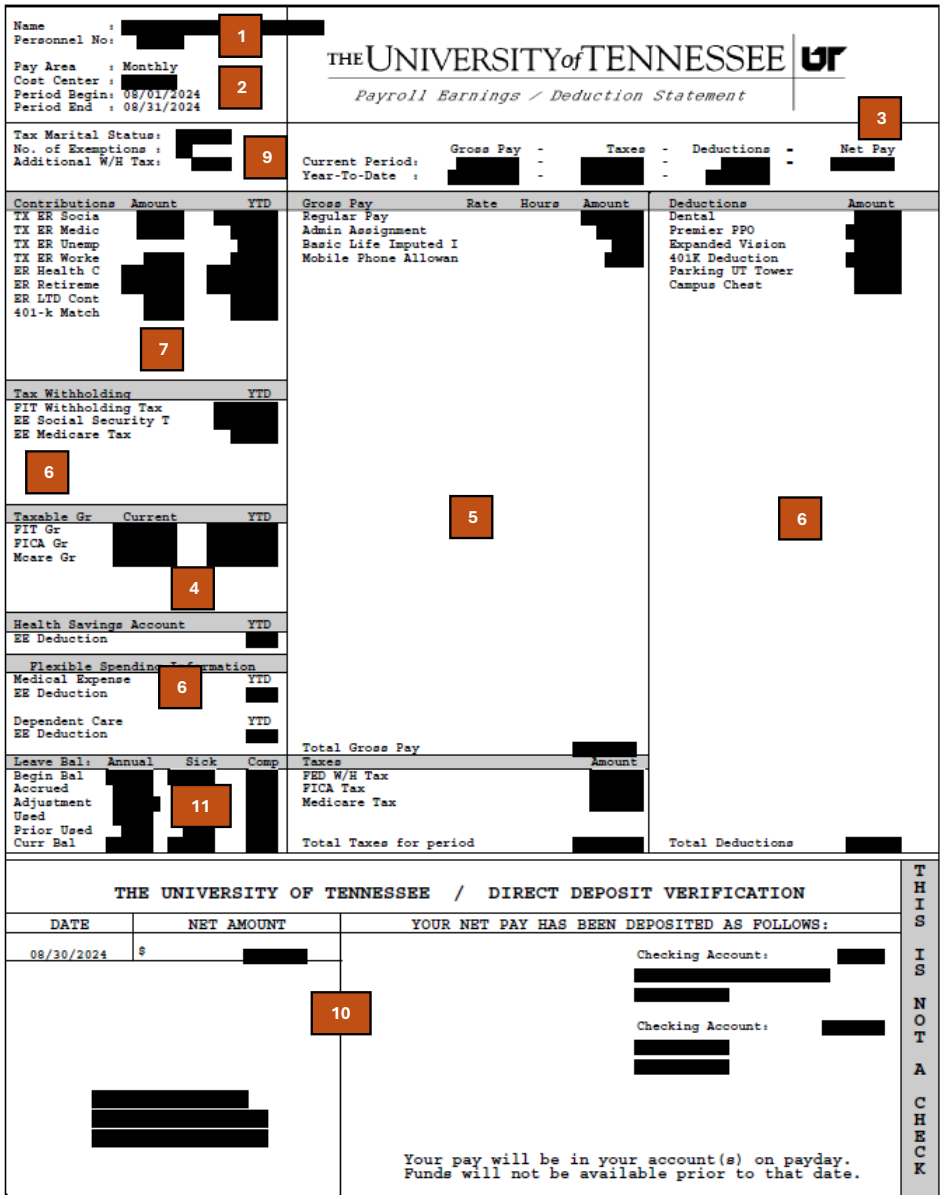
- **Me > Pay > My Payslips > Payslip Preview**

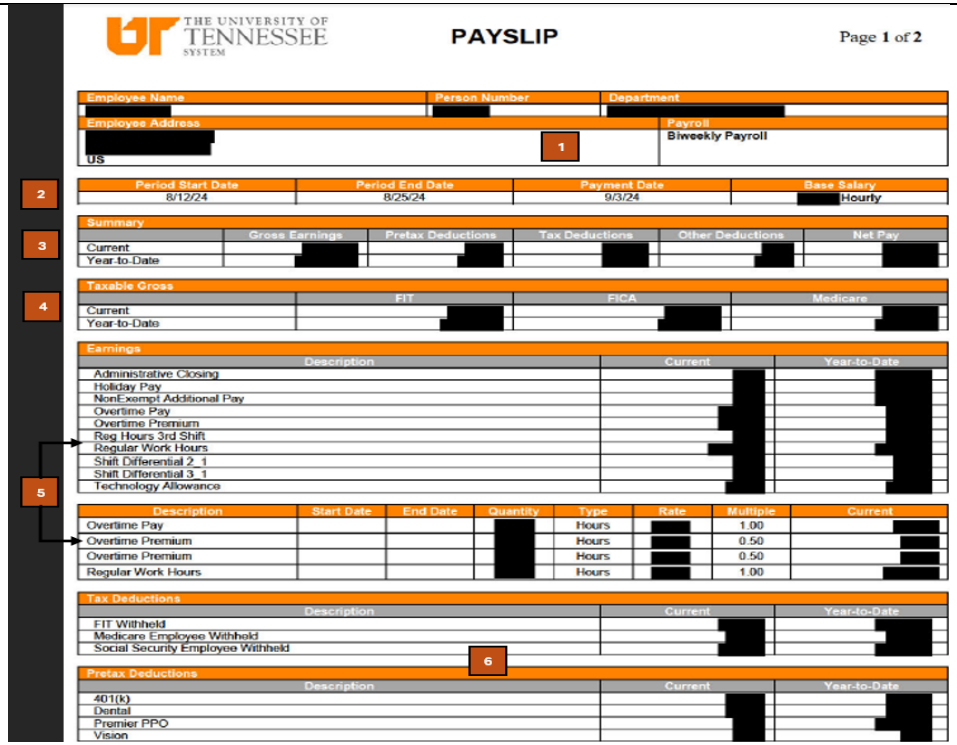
Related Resources:
Office of Payroll Website – Payroll Calendars and Deadlines Page

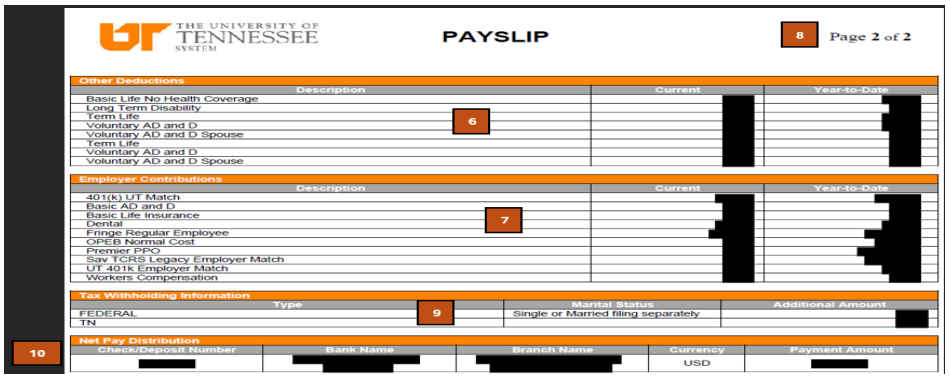
IRIS Online Pay Statement to DASH Payslip Key:

On the following page, review a side-by-side comparison between an IRIS online pay statement and a DASH payslip. (Note: You may need to zoom in on the page slightly to review the information provided.) The numbered key listed below helps outline where a UT employee's information appears on the IRIS version and where this information appears on the DASH version, if applicable.

1. Employee Information
2. Pay Period Information
3. Pay Summary
4. Taxable Summary
5. Earnings and Hours
6. Deductions (Tax, Pretax, Other)
7. Employer Contributions
8. Second Page of Payslip *(Only Applicable for DASH Payslips)*
9. Tax Withholding Data
10. Net Pay Distributions
11. Leave Balances *(Not Available on DASH Payslips)*


Name :
Personnel No:
Pay Area : Monthly
Cost Center :
Period Begin: 08/01/2024
Period End : 08/31/2024
THE UNIVERSITY of TENNESSEE
Payroll Earnings / Deduction Statement
Tax Marital Status:
No. of Exemptions :
Additional W/H Tax:
Current Period:
Year-To-Date :
Gross Pay
Taxes
Deductions
Net Pay
Contributions Amount YTD
TX ER Socia
TX ER Medic
TX ER Unemp
TX ER Worke
ER Health C
ER Retireme
ER LTD Cont
401-k Match
Tax Withholding YTD
FIT Withholding Tax
EE Social Security T
EE Medicare Tax
Taxable Gr Current YTD
FIT Gr
FICA Gr
Mcare Gr
Health Savings Account YTD
EE Deduction
Flexible Spending Information
Medical Expense YTD
EE Deduction
Dependent Care YTD
EE Deduction
Leave Bal: Annual Sick Comp
Begin Bal
Accrued
Adjustment
Used
Prior Used
Curr Bal
Gross Pay Rate Hours Amount
Regular Pay
Admin Assignment
Basic Life Imputed I
Mobile Phone Allowan
Total Gross Pay
Taxes Amount
FED W/H Tax
FICA Tax
Medicare Tax
Total Taxes for period
Deductions Amount
Dental
Premier PPO
Expanded Vision
401K Deduction
Parking UT Tower
Campus Chest
Total Deductions
THE UNIVERSITY OF TENNESSEE / DIRECT DEPOSIT VERIFICATION
DATE
NET AMOUNT
YOUR NET PAY HAS BEEN DEPOSITED AS FOLLOWS:
08/30/2024
$
Checking Account:
Checking Account:
Your pay will be in your account(s) on payday.
Funds will not be available prior to that date.
THIS IS NOT A CHECK
1
2
3
4
5
6
7
9
10
11


THE UNIVERSITY OF TENNESSEE SYSTEM
PAYSLIP
Page 1 of 2
Employee Name
Person Number
Department
Employee Address
US
Payroll
Biweekly Payroll
Period Start Date
Period End Date
Payment Date
Base Salary
8/12/24
8/25/24
9/3/24
Hourly
Summary
Gross Earnings
Pretax Deductions
Tax Deductions
Other Deductions
Net Pay
Current
Year-to-Date
Taxable Gross
FIT
FICA
Medicare
Current
Year-to-Date
Earnings
Description
Current
Year-to-Date
Administrative Closing
Holiday Pay
NonExempt Additional Pay
Overtime Pay
Overtime Premium
Reg Hours 3rd Shift
Regular Work Hours
Shift Differential 2_1
Shift Differential 3_1
Technology Allowance
Description
Start Date
End Date
Quantity
Type
Rate
Multiple
Current
Overtime Pay
Overtime Premium
Overtime Premium
Regular Work Hours
Hours
1.00
0.50
0.50
1.00
Tax Deductions
Description
Current
Year-to-Date
FIT Withheld
Medicare Employee Withheld
Social Security Employee Withheld
Pretax Deductions
Description
Current
Year-to-Date
401(k)
Dental
Premier PPO
Vision
1
2
3
4
5
6


THE UNIVERSITY OF TENNESSEE SYSTEM
PAYSLIP
Page 2 of 2
Other Deductions
Description
Current
Year-to-Date
Basic Life No Health Coverage
Long Term Disability
Term Life
Voluntary AD and D
Voluntary AD and D Spouse
Term Life
Voluntary AD and D
Voluntary AD and D Spouse
Employer Contributions
Description
Current
Year-to-Date
401(k) UT Match
Basic AD and D
Basic Life Insurance
Dental
Fringe Regular Employee
OPEB Normal Cost
Premier PPO
Sav TCRS Legacy Employer Match
UT 401k Employer Match
Workers Compensation
Tax Withholding Information
Type
Marital Status
Additional Amount
FEDERAL
Single or Married filing separately
TN
Net Pay Distribution
Check/Deposit Number
Bank Name
Branch Name
Currency
Payment Amount
USD
6
7
8
9
10

Additional Information and DASH Payslip FAQs

1. ***What is Changing with the DASH Payslip as Compared to the IRIS Version?***

   The most notable change on the DASH payslip is that a "Leave Balance" section is not shown. To view your available leave balances, log in to DASH and follow the navigation steps highlighted below:

   - Me > Time and Absences > Absence Balance

2. ***Will I Still Receive an Email from DASH Once a Payslip is Ready to Review?***

   UT employees will not receive an email from DASH when a payslip is ready to review. The Oracle Guided Learning (OGL) tool will help provide in-application reminders for UT employees to check their payslips once they are loaded and available.

3. ***Do I Have to Use Direct Deposit with DASH?***

   Yes, direct deposit for pay is required. DASH allows direct deposits into up to three bank accounts - by dollar amount, percentage, or combination - which is an enhancement to the current two direct deposit accounts available with IRIS. UT employees may make direct deposit-related changes in DASH in January.

4. ***What is Changing with Longevity Payments?***

   In DASH, longevity payments will be included in UT employees' paychecks one month earlier than in IRIS. The following schedule currently applies for longevity payments as well:

   - **Biweekly Employees:** Paid on the second biweekly paycheck during your work anniversary month
   - **July Dates:** No change except it is part of your regular paycheck now