How to Calculate Gross

(STD 674 and/or STD 674 A/R)

V6.2

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1. Salary Full ÷ Total Possible (21/22 or 168/176) x Time Worked = _____
   FT Gross

(Continue to # 2 for Fractional Employee)

2. _____ x Numerator (↑) ÷ Denominator (↓) =
   FT Gross

   _____
   Fractional Gross

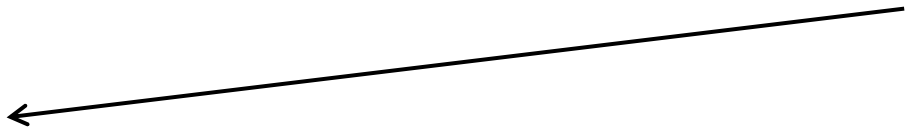
Example:

1. $4150.00 ÷ 22 x 21 = $3,961.36
   Salary Full Total Pos Time Wrk FT Gross

2. $3,961.36 x 1 ÷ 2 = $1,980.68
   FT Gross (↑) (↓) Fractional Gross

Example:

1. $3002.00 ÷ 22 x 5 = $ 682.27
   Salary Full Total Pos Time Wrk FT Gross



2. $ 682.27 x 1 ÷ 2 = $ 341.14
   FT Gross (↑) (↓) Fractional Gross

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1. $3002.00 ÷ 22 x 15 = $2,046.82
   Salary Full Total Pos Time Wrk FT Gross

2. Step 2 not necessary for full time employeel