

RMIC-SMART HR Terminology and Acronyms:

- Account Code = Distribution code or UFARS code
- > Build/Insert= enter in the system.
- > Create = this can mean a specific button within the software or mean, building something.
- > Exceptions = special situations, adjustment, or correction processes
- > Flags = in payroll this is typically referring to the 'Y'/YES, 'N' / NO or 'P' / PENDING indicators on a payroll calendar
- Linked = tied to or connected to; in regard to setup for something or on someone
- Print = this can mean print to paper, select and click a specific button within the software or print to pdf.
- Process = this can mean a specific button within the software or mean, perform a series of actions to complete something.
- > Save = this can mean a specific button within the software, or saving a file, pdf or excel document.
- Undo = this refers to some processes option to undo and typically requires regional assistance
- Utilities = perform routine maintenance (copy, clean up, roll over, mass changes)
- Quick Access aka green window icon in upper left corner of SMART window.
- Wash = Zero out or nullify

ACA- Affordable Care Act
Addnl- Additional
ALE-Applicable Large Employer
AP-Accounts Payable
AR-Accounts Receivable
BSO-Business Services Online
COBRA-Consolidated Omnibus Budget Reconciliation Act
CYE- Calendar Year End
DDLB-Drop down list box
DOL- Department of Labor
DOR-Department of Revenue
EBE- Employee Business Expense
EEOC- Equal Employment Opportunity Commission
EMP- Employee
ES- Earnings Schedule
ESST-Earned Sick and Safe Time
FFCRA- Families First Coronavirus Response Act
FICA-Federal Insurance Contributions Act
FLSA- Fair Labors Standard Act
FMLA-Family Medical Leave Act
FROI- First Report Of Injury
FSA- Flexible Spending Account/Arrangement

FTE-Full Time Employee
FYE- Fiscal Year End
FYTD- Fiscal Year to Date
GASB- Governmental Accounting Standards Board
GL- General Ledger
HSA- Health Savings Account/Arrangement
IRS- Internal Revenue Service
JE- Journal Entry
MFA-Multi-Factor Authentication
OSHA – Occupational Safety & Health Administration
PERA-Public Employers Retirement Association
RDP-Remote Desktop Protocol
RMIC- Regional Management Information Center
SEDRA-Special Ed Data Reporting Application
SHR-SMART HR
SMARTER- SMART Electronic Resources Website (ESS=OLD)
SMART-System Management and Reporting Tools (withing
RDP software)
SRA-Supervisors Report of Accident
SSA-Social Security Administration
SSN- Social Security Number
STAR-Staff Automated Reporting

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TBD- To be determined
TIN- Tax Identification Number
TO-TimeOff
TRA-Teachers Retirement Association
TSA- Tax Sheltered Annuity
TT- TimeTracker
UFARS- Uniform Financial Accounting and Reporting
Standards
YTD-Year to date

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