## Setting Spread of Hours (SOH) parameters

Last Modified on 01/08/2024 12:19 pm MST

From the Gearwheel Menu > General Settings

Under Payroll Settings, enter Spread of Hours range and penalty rate.

Work Spread Penalty Max Hours		Work Spread Penalty Wage		
10	hours	\$ 15.00		

Press

**Save Payroll Options** 

If pay-groups point to the **DEFAULT** payroll settings, then this section is where the update is made.

Default Pavroll Settings
<b>9</b>

If pay groups are **CUSTOM**, indicated by the + below, then. the adjustment must be made in the custom pay-group settings:

The "+" shown below indicates custom settings for this pay group

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Press + to Expand	+			
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