

5.3. Mapping of Data Entry Grid

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The system can custom-map fields and do simple calculations on fields. To get to the mapping information for a field, select the census grid that will be used for the plan from the "Data Entry Grids" page. Once you have the census grid selected, you should be at the "Edit Data Entry Grid" page and will see a button to "Update and Edit Mapping". Once you select the button to "Update and Edit Mapping", you will be taken to the "Update and Edit Mapping" page. Here, you will see most fields available in the system (under "system Field") and you will be shown any default field mapping if any. For example, as a default most compensation fields are mapped from the field "Compensation_Statutory".

You may only map fields on the selected census grid. The census data scrub does the mapping as specified in the selected census grid. No other mapping is ever done. A grid used in the Other Import/Export/Report Menu does NOT map.

When mapping on the "update and edit mapping" screen, the only data fields available for mapping in the "grid field" drop-down are those fields that are listed on the "edit data entry grid" screen. For example in the screen shot shown, the "Service_EligibilityHours" is a column that's on the census grid. The drop-down boxes below indicate other fields that are being mapped from it, i.e. "Service_EligibilityHoursInitial", "Service_VestingHours" and "Service_ParticipationHours" are all fields that are being mapped from "Service_EligibilityHours". To remove this mapping, select "None" from the Grid Fields drop-down box; to customize the mapping, select "Custom Calculation" from the Grid Fields drop-down box and enter the field names that you want to map in the Custom map column. The field names need to be separated by "+" or "-".

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Update and Edit Mapping

Description: **Sample Census (comp and comp after elig)**

| System Field | Grid Field | Custom map (Enter field names separated by + or -) |
|----------------------------------|--------------------------|--|
| Service_EligibilityHours | On data entry grid | N/A |
| Service_EligibilityHoursInitial | Service_EligibilityHours | |
| Service_VestingHours | Service_EligibilityHours | |
| Service_ParticipationHours | Service_EligibilityHours | |
| Compensation_ElectiveDeferral | Compensation_FromEntry1 | |
| Compensation_Matching | Compensation_FromEntry1 | |
| Compensation_MatchingSH | Compensation_FromEntry1 | |
| Compensation_NonElective | Compensation_FromEntry1 | |
| Compensation_NonElectiveSH | Compensation_FromEntry1 | |
| Compensation_TopHeavy | Compensation_Statutory | |
| Compensation_ACPTesting1 | Compensation_FromEntry1 | |
| Compensation_ACPTesting2 | Compensation_FromEntry1 | |
| Compensation_ADPTesting1 | Compensation_FromEntry1 | |
| Compensation_ADPTesting2 | Compensation_FromEntry1 | |
| Compensation_NonElectiveTesting | Compensation_FromEntry1 | |
| Compensation_Statutory | On data entry grid | N/A |
| Compensation_Statutory_FromEntry | Compensation_FromEntry1 | |
| Compensation_Statutory_PriorYear | None | |
| Compensation_Statutory_CalYr | Compensation_Statutory | |
| Compensation_ExclDeferrals | Compensation_FromEntry1 | |
| Compensation_Deduction | Compensation_Statutory | |

Custom calculations can be set up on the "update and edit mapping" screen by selecting "custom calculation" from the grid field column drop-down list and then copying data elements (from the system field column) to the custom map column and separating the fields with a "+" or "-" sign. For example, if you collect "Census_UDFNumber1" on the census grid and it represents a form of "other pay" that is excluded for the purposes of Nonelective contributions, a custom calculation for "Compensation_NonElective" could be done where, on the "Update and Edit Mapping" screen, the "Grid Field" selected would be "Custom Calculation" and "Compensation_Statutory-Census_UDFNumber1" would be entered in the custom map column. When the census scrub is run, the data

collected in the grid will be used to calculate the Nonelective Compensation.
