<table>
<thead>
<tr>
<th>Day</th>
<th>Activity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wednesday, May 19</td>
<td>* May Bi-Weekly Payroll transactions will post to the ledger</td>
</tr>
<tr>
<td>Monday, May 24</td>
<td>*Monthly Auxiliary Services Allocation journal entry posts to the ledger</td>
</tr>
<tr>
<td>Wednesday, May 26</td>
<td>*Final May Monthly Payroll transactions posted to the ledger</td>
</tr>
<tr>
<td>Friday, May 28</td>
<td>*Final Workday Integration Loads &amp; EIB Journal Loads for May</td>
</tr>
<tr>
<td></td>
<td>*Final Banner transactions for May will post to the ledger</td>
</tr>
<tr>
<td></td>
<td>*Final May Month-End transactions in Workday – Business Assets, Expenses, Procurement and Supplier Accounts</td>
</tr>
<tr>
<td></td>
<td>*Final Payroll Encumbrances (ENC) posts to the ledger</td>
</tr>
<tr>
<td></td>
<td>*Final Express Direct Retro (EDR) posts to the ledger</td>
</tr>
<tr>
<td></td>
<td>*Final Flat Rate Fringe (FRF) transactions will post to the ledger</td>
</tr>
<tr>
<td>Tuesday, June 1</td>
<td>*All Workday Areas open for May - Business Assets, Expenses, Financial Accounting, Procurement and Supplier Accounts (6:30 am)</td>
</tr>
<tr>
<td></td>
<td>*All Workday Areas closed for May - Business Assets, Expenses, Procurement and Supplier Accounts (6:30 am)</td>
</tr>
<tr>
<td></td>
<td>*Financial Accounting Team reviews May Operational Journals in Error</td>
</tr>
<tr>
<td></td>
<td>*Financial Accounting Team Finalizes May Flat Rate Fringe (FRF) Allocations</td>
</tr>
<tr>
<td></td>
<td>*Financial Accounting Team Finalizes May Payroll (Salary Overpayment) Allocation</td>
</tr>
<tr>
<td></td>
<td>*Final Workday Accounting and Operational Journal Entries posted to the ledger for May. Any Accounting Journals, Accounting Adjustments or Operational Journals that have not posted to the ledger by 4pm are canceled.</td>
</tr>
<tr>
<td></td>
<td>*Financial Accounting closed for May (4 pm)</td>
</tr>
<tr>
<td></td>
<td>*GTRI Month-End Extracts for May- after all May Operational Journals in Error are fixed &amp; posted to ledger</td>
</tr>
<tr>
<td>Wednesday, June 2</td>
<td>*GTRI Month-End Close for May begins</td>
</tr>
<tr>
<td>Date</td>
<td>Events</td>
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<td>-------------------</td>
<td>------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Wednesday, June 2</td>
<td>*GTRI Month-End Close for May continues</td>
</tr>
<tr>
<td></td>
<td>*Grants &amp; Contracts begins Month-End Close for May</td>
</tr>
<tr>
<td></td>
<td>*Restricted Gifts Month-End Close for May begins - GTF/GTRC/GTARC</td>
</tr>
<tr>
<td>Thursday, June 3</td>
<td>*GTRI Month-End Close for May continues</td>
</tr>
<tr>
<td></td>
<td>*Grants &amp; Contracts Month-End close for May continues</td>
</tr>
<tr>
<td></td>
<td>*Restricted Gifts Month-End Close for May - GTF/GTRC/GTARC continues</td>
</tr>
<tr>
<td>Friday, June 4</td>
<td>*GTRI Month-End Close complete</td>
</tr>
<tr>
<td></td>
<td>*Grants &amp; Contracts Month-End Close complete</td>
</tr>
<tr>
<td></td>
<td>*Restricted Gifts Month-End Close complete - GTF/GTRC/GTARC</td>
</tr>
<tr>
<td></td>
<td>*All Ad-Hoc Bank transactions complete</td>
</tr>
<tr>
<td></td>
<td>*Preliminary Review of May Month-End Close Activities</td>
</tr>
<tr>
<td>Tuesday, June 8</td>
<td>*Month-End Close for May continues</td>
</tr>
<tr>
<td></td>
<td>*Final Benefits Reconciliation (BFR) Transactions will post to the ledger</td>
</tr>
<tr>
<td></td>
<td>*Final Review of May Month-End Close Activities</td>
</tr>
<tr>
<td></td>
<td>*Financial Accounting Ledger Closed for May</td>
</tr>
</tbody>
</table>