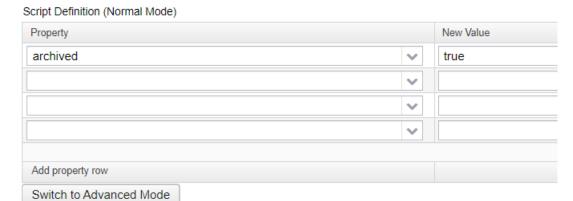# Common Mass Change Examples:

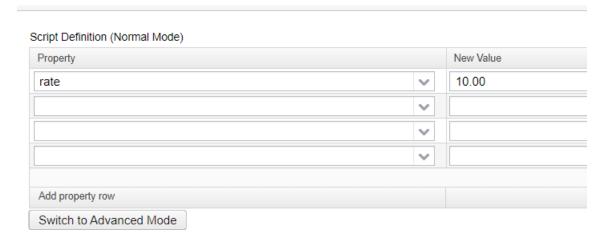1) **Archiving records such as employee, position, or compensation records:**

   a. This change will archive every record currently on the grid.

   b. Any field that uses true or false must be entered in all lowercase letters with no quotes surrounding it.

Example 1: Archiving Employees with Mass Change

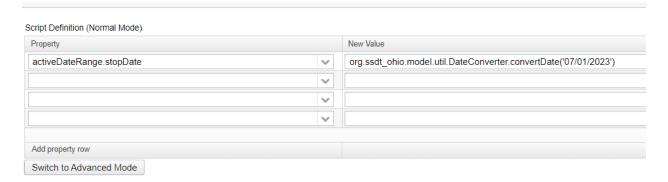2) **Changing numbers such as payroll item rates:**

   a. This change will set the payroll item rate to now be $10.00.

   b. For numbers, do not enter dollar signs or commas.

Example 2: Changing payroll item rate

3) **Changing dates such as payroll item stop dates:**

    a. In order to change a date field, the following text must be entered in the New Value field: **org.ssdt_ohio.model.util.DateConverter.convertDate('MM/DD/YYYY')**

    b. Replace the MM/DD/YYYY with date you want to change. **Keep the quotes surrounding the date**.

    c. This will change payroll item stop dates to 07/01/2023.

Script Definition (Normal Mode)

Property		New Value
activeDateRange.stopDate	⌄	org.ssdt_ohio.model.util.DateConverter.convertDate('07/01/2023')
	⌄	
	⌄	
	⌄	

Add property row

Switch to Advanced Mode

Example 3: Changing payroll item stop date

4) **Changing text such as compensation labels:**

    a. Any string of text need to be surrounded by quotes in the New Value field.

    b. This will change the compensation label to FY24.

Script Definition (Normal Mode)

Property		New Value
label	⌄	"FY24"
	⌄	
	⌄	
	⌄	

Add property row

Switch to Advanced Mode

Example 4: Changing compensation labels