

What to do if you have a transaction error ^[1]

December 15, 2015 by [Employee and Information Services](#) ^[2]

Employee Services would like to ask HCM users to not submit transactions more than once. The department's main priorities for the week are ensuring payroll processes complete and clearing transaction errors.

In some cases, HCM users are submitting transactions over and over. This is causing additional errors.

Instead making duplicate entries, please email HCM_Community@cu.edu ^[3] to ask for a status for your transaction.

[Transaction Pages](#) ^[4], [HCM](#) ^[5]

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