Payroll Module

WHAT IT DOES FOR YOU

The **AccuFund Payroll** component provides a complete payroll management solution for an organization. **Payroll** utilizes an "enter and calculate" metaphor to let the payroll staff see the resulting pay calculations as the timesheets are entered. This allows immediate corrections if needed. **Payroll** includes complete support for payroll, employee labor

right on the screen without having to run any reports or calculation processes. As a full Windows application, the employee entry window can be opened, correction made and saved and then the staff person can switch back to the timesheet screen, click on "recalc" and immediately see the result of the employee record change.

The timesheet entry screen includes labor distribution and recalculates the net payroll on the fly as the labor is being entered.

distribution, benefit accruals and basic human resource information.

HOW IT WORKS

Employees are set up in **AccuFund** including all earnings rates, taxes, deductions and benefit accruals. The **AccuFund Payroll** component tracks detailed timesheets for each employee for each payroll period including the earnings distributed by department or project, pre-tax deductions, taxes, post-tax deductions, non-payroll earnings, employer costs and accruals. The payroll staff can check each employee's net pay

OTHER FEATURES

The **AccuFund Payroll** component is a complete payroll tool for the complex needs of government and nonprofit payrolls. Other features include:

- ✓ Unlimited earnings codes
- ✓ Unlimited deductions
- ✓ Unlimited accruals

All the demographic and payroll information is readily available on one tab on the employee record.

- Direct deposit may be split multiple ways and **AccuFund** allows a partial direct deposit with a net check
- Make adjustments on screen for changes. Run multiple payrolls per period for special pays
- Flexible report writer gives you choice of check formats and unlimited reporting capabilities
- Calculations may be based on calendar year, fiscal year and employee anniversary date
- Non-payroll taxable benefits may be recorded and tracked for W-2 purposes

COMPONENT INTEGRATION

The **Payroll** component is integrated with the following other components:

- **General Ledger** - Like all *AccuFund Accounting Suite* components, Payroll updates the General Ledger on a real time basis.
- **Reports/Forms Designer** - All reports and forms for the component may be modified through the report designer.
- **Employee Timesheet Entry** - enhances the Payroll component by adding direct employee timesheet entry and timesheet import from clock systems. Employees can be set up to have access to only this screen so they can see and enter their timesheets, but no other part of the system. Employees in this screen do not count towards the user count foe the AccuFund Accounting Suite.
- **Human Resources** - This component provides unlimited tracking of personnel information in addition to that available in Payroll. Additionally it can track the history of changes to a record and multiple instances such as employee reviews, education, certifications and language skills.
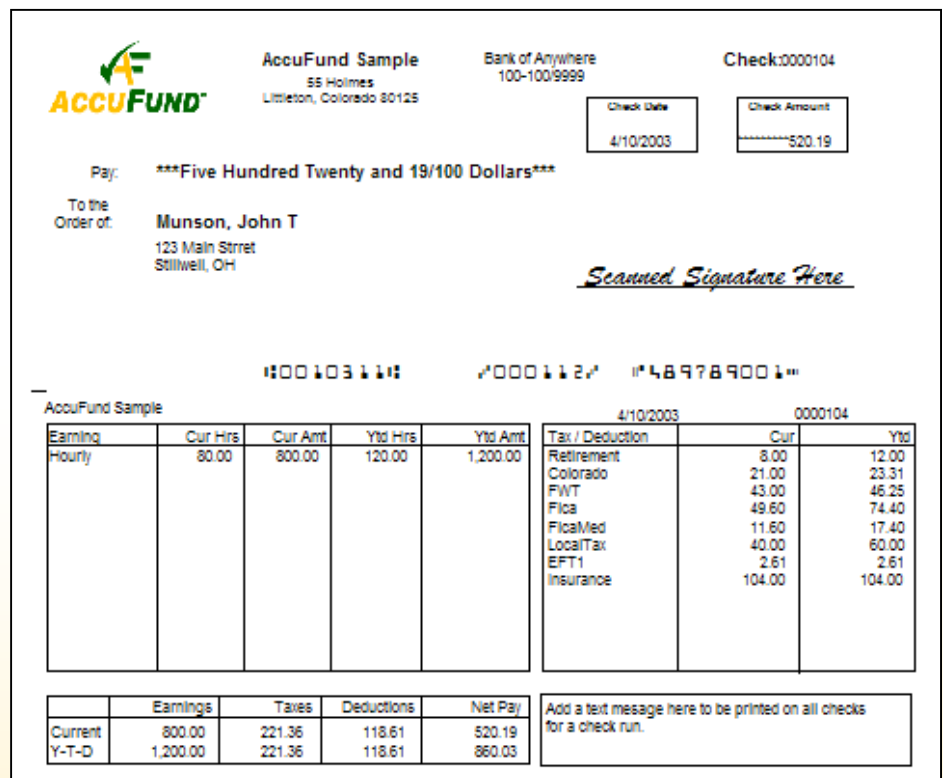
COMPONENT AVAILABILITY

The **Payroll** component is available as part of the Standard and Professional versions of the *AccuFund Accounting Suite.*

STANDARD TEMPLATES PROVIDED

A number of report and form templates are included with the module to meet each organizations specific reporting needs. All reports can be modified or added to by the client. The Payroll component templates include:

- Payroll check form
- Payroll employee report
- Payroll time documents
- Payroll preliminary register
- Payroll final register
- W-2s
- Automatic generation of quarterly 941A and B