

BENEFITS

Personalize user experience. Roles-tailored access helps ensure that the right data is at your people's fingertips, while ensuring tight security for sensitive employee data.

Automate complex manual processes. Set up paid time off policies, arrears deductions, overtime rates, and payroll vendor relationships just one time to improve the productivity of your payroll team.

Manage employee pay policies. Enhance employee pay definition by calculating different pay rates per employee based on company, department, position, or shift. Automatically split employee costs.

Eliminate redundant data entry. Improve accuracy and productivity with fully integrated data sharing that makes strategic information available when you need it, helping you to identify trends, comply with mandated programs, and track expenses.

Improve reporting. Accrue costs across periods, create a budget-based on hours instead of dollars, use multiple report formats to provide breakdowns for employee and department data, including hours, FTEs, and earnings.

Automate routine communications. Using Word, your staff can quickly create dynamic communications, such as employee letters and benefit and deduction letters.

Payroll in Microsoft Dynamics GP – US

Your employees count on the solid foundation of dependable payroll. Payroll – US in Microsoft Dynamics™ GP helps ensure control, compliance, and accuracy.

Take control of complex payroll functions in a changing business environment without adding to your overhead.

- Streamline data entry and reduce errors with simplified employee record setup. Create and track detailed, customized records of pay, benefits, and deductions.
- Respond quickly to employee questions with intuitive query windows that provide immediate access to detailed information.
- Comply easily and efficiently with government requirements such as period-end reports.
- Meet specific information needs for multiple companies with comprehensive reports and automatic downloads for updated tax tables.

Payroll integrates across Microsoft Dynamics GP, including Human Resources, Human Resource Management Self Service Suite for Microsoft Business Portal, and Financial Management modules.

Make your organization “People-Ready” with Payroll in Microsoft Dynamics GP

<p>Phyllis • Accounting manager</p>	<p>What Payroll in Microsoft Dynamics GP means to me:</p>
 <p>Phyllis manages the accounting department, processes General Ledger transactions, reviews and approves Accounts Receivable, Accounts Payable, Payroll, and bank transactions, and reviews aging reports. She also ensures that her team accurately completes financial procedures on time.</p>	<ul style="list-style-type: none"> • Audit details related to handwritten checks for exceptions and voided checks • Automatic calculations that estimate employee costs and post them to the General Ledger by calendar date instead of pay periods; reverse entries are made the following month • Employee hours conversion allows budget hours versus actual hours comparisons • Labor Costs reports configured by calendar year-to-date or fiscal year-to-date to evaluate productive and non-productive time, FTEs, hours, and earnings information
<p>Mia • Payroll Administrator</p>	<p>What Payroll in Microsoft Dynamics GP means to me:</p>
 <p>Mia collects information from employees to process the payroll and post it to the General Ledger. She also takes care of tax calculations and reporting.</p>	<ul style="list-style-type: none"> • Automated processes including direct deposit, benefit and tax deduction calculations, payable vouchers, arrears deductions, blended overtime rates, and tax table downloads • Automatic splits allocating employee costs across multiple departments • The choice of what to include in pay runs, and the ability to verify the accuracy before printing checks • Federal Magnetic Media files that are easily generated
<p>Claire • HR director / manager</p>	<p>What Payroll in Microsoft Dynamics GP means to me:</p>
 <p>Claire is responsible for strategic HR planning and budget. Claire manages all facets of HR —recruitment, compensation and benefits, training and development and employee relations.</p>	<ul style="list-style-type: none"> • Fully integrated, centralized, and secure data • Flexible reporting options for internal reporting, budgeting, and compliance • Web-based time and expense data collection that streamlines operations • Roles-tailored user setups give the right people secure access to information
<p>Jodi • Compensation and benefits manager</p>	<p>What Payroll in Microsoft Dynamics GP means to me:</p>
 <p>Jodi conducts compensation and benefit analysis. She maintains fairness in pay structures and ensures job analysis is tied to compensation planning. She handles preferred HR vendors’ relationships.</p>	<ul style="list-style-type: none"> • Fair and consistent paid time off (PTO) policy administration including reliable application of policies such as maximums and “Use it or lose it” • Automation of complex pay calculations for hourly employees who earn multiple pay rates while working in various departments, positions, and shifts • Integration with Human Resources to eliminate duplicate entry and reduce errors
<p>Luke • HR generalist</p>	<p>What Payroll in Microsoft Dynamics GP means to me:</p>
 <p>Luke performs daily HR activities and oversees HR and compliance policy. He supports the management team on performance management, health and wellness, and employee relations.</p>	<ul style="list-style-type: none"> • Easy routine communication with all employees by using centralized data and Microsoft® Office Word to create personalized correspondence such as employee letters and benefit and deduction letters • Quick handling of employee questions with intuitive query windows that provide immediate access to detailed information

Payroll Processing and Reporting Control–Compliance–Accuracy	
Quick and Easy Setup	Easy setup provides fast configuration and simple update of ever-changing Human Resource and Payroll requirements. Quickly set up and maintain Payroll configuration, including roll-down capabilities. Assign employee classes and pay codes to process salary, pension, and EIC pay automatically for employee groups.
Payroll Direct Deposit	With Payroll Direct Deposit, an automated process adds payroll funds to employees’ bank, savings and loan, or credit union accounts through an automated clearing house (ACH) file. There is no limit on the number of accounts or financial institutions for any employee’s payroll.
Flexible Control of Processes	Use setup checklists to help ensure that the functionality you want is installed and available. Customize detailed records of pay, benefits, and deductions to your business. Manage employee retirement accounts with increased efficiency by applying a maximum match percentage on a Payroll Benefit code. Control necessary audit details related to handwritten checks for exceptions and voided checks, as well as enter specific taxable wage amounts for various transaction types.
Garnishment Deductions	Meet federal and state regulations for court-ordered garnishments, including the types and amounts of wages subject to garnishment, the method of calculating the garnishment, and the priority of each garnishment relative to other deductions.
Sequencing TSA Deductions	Define the order in which deductions are withheld from an employee’s paycheck.
Retroactive Pay Adjustments	Automatically calculate and make retroactive pay adjustments to employee earnings (supplemental wages) based on historical transactions.
Current Tax Tables	Help ensure that tax tables are current and avoid the hassle of ordering and installing updates with automatic tax table downloads.
Federal Magnetic Media	Help maintain full compliance with government reporting requirements by generating Federal Magnetic Media files.
Web-Based Time Reporting	Streamline entry and approval processes for timesheets with online applications delivered through Microsoft Business Portal. Automated transfer of information to Payroll helps eliminate paper-based systems and reduce data re-entry, freeing staff to focus on higher priorities.

FEATURES

PAYROLL – US

Overtime Rate Management	Set up your unique overtime calculation methods to meet the needs of the organization and remain compliant with the Fair Labor Standards Act (FLSA). The payroll system calculates employee overtime accurately during payroll processing. Configure deductions based on business requirements.
Deductions in Arrears	Automate collection of deduction arrears balances at a later date when the employee has sufficient pay.
Integration with Accounts Payable	Create payable vouchers that post to back office automatically at the time of payroll posting.
Paid Time Off Management	Ensure fair and consistent policy enforcement incorporating your existing PTO policies. Have confidence that PTO is being administered, recorded, and reported properly, including reliable application of "Use it or lose it" policies.
Pay Policy Management	Automate complex pay calculations for hourly employees who earn multiple pay rates while working various shifts and in various departments and positions.
Employee Cost Allocation	Define automatic splits to allocate employee costs, including benefits and taxes, across multiple departments.
Labor Accrual Management	Produce more accurate financial reports by calculating estimated costs and posting them to the General Ledger by calendar date instead of pay periods. Select the pay runs to include your calculation and preview the results. Automatically reverse the entry the following month by assigning a reversing date.
Budget Hours Instead of Dollars	Automate tracking of payroll hours and posting them to the General Ledger, which enables you to compare employee budget hours versus actual hours.
Advanced Labor Reporting	Report labor costs quickly and easily. Configure reports by either calendar year-to-date or fiscal year-to-date to evaluate productive and non-productive time, FTEs, hours, and earnings information.
Payroll Connect	Payroll Connect is a turnkey solution that integrates with General Ledger in Microsoft Dynamics GP and ADP/PC Payroll for Windows®. You do not need to learn how to configure files to bring data from ADP/PC Payroll for Windows into General Ledger, because Payroll Connect automates that process for you, without requiring any additional effort or redundant data entry.
Detailed Reports	Generate detailed reports to meet Human Resource, Payroll, Financial, and Audit requirements. The SmartList Report feature helps with impromptu needs.

For more information about Payroll in Microsoft Dynamics GP, visit www.microsoft.com/dynamics/gp.