

Payroll Module Overview

The CYMA^{IV} Payroll system allows you to record employee earnings, calculate deductions and prepare/print payroll checks and payroll reports for far less than outsourcing. When integrated with CYMA^{IV} General Ledger and Accounts Payable modules, you gain the ability to post all payroll and employer taxes to the appropriate accounts and Payroll generates the tax liability invoice in Accounts Payable.

CYMA Payroll features EFT direct deposit, workers compensation categories, multi-state payroll and a wide variety of tax and earnings features; these features can be found in competing packages but at more than twice the price of the CYMA Payroll system.

With optional add-on products such as State Payroll Forms and the MICR Check Package you can automatically fill state quarterly forms with your data and print to plain paper or plain paper checks.

CYMA^{IV} Payroll Features:

- Multiple Bank Accounts
- Encryption of Social Security numbers
- Post in detail to GL
- Post by transaction date or check date
- Custom data fields
- Process multiple checks per employee, per pay period
- Process multiple pay frequencies at one time
- Time Entry Processing: Enter payroll by hours, rates and pieces, on a daily basis
- Supports all 50 states including DC, Puerto Rico, and Virgin Islands
- Quick Entry Payroll dialog box or traditional Payroll entry
- Use the optional CYMA State Payroll Forms to automatically fill state payroll forms from all 50 states (separate purchase)
- Multiple copies of checks
- Direct Deposit and EFT Direct Deposit
- W2 printing
- 1099 printing
- Default GL Accounts
- Unlimited Earnings Types
- Unlimited Benefits
- Annual cap field for pre-tax employer deductions
- Change the pay rate across a number of employees
- Effective Date for Payroll features (benefits, vacation, 401k, etc.)
- Unlimited Deductions
- Unlimited Employees
- Fixed Departmentalization
- Attach document(s), file(s) or location(s) to any Employee File
- Variable Departmentalization - allows allocation/departamentalization to occur based on actual number of hours (or dollars) in the specific pay period
- Copy or add a Payroll "feature" across a range of employees
- Copy Employment information across multiple employees
- Unlimited Vacation Accrual
- Unlimited Sick Pay Accrual
- Annual cap field for pre-tax employer deductions
- Change the pay rate across a number of employees
- Local Tax and Union Dues
- Deductions with minimum net pay
- Adjust beginning balances on a per employee basis any time prior to processing payment
- Turn Earnings, Benefits, and deductions features off at any time
- Departmental tracking
- Location tracking
- Laser Fileable 940 & 941 Forms
- Supports all Pay Frequencies - Daily, Weekly, Bi-Weekly, Semi-Monthly, Quarterly, Semi-Annually and Annually
- Void check feature automatically creates all reversing entries, including departmental printing
- Manual Checks Ability create adjusting entries
- Adjustments can optionally update GL
- Wage calculation features allows user to set what wages are included for each type of tax maintained
- Automatic Payroll calculation
- Pay one or selected employees
- Reopen last pay period
- Electronic Filing support for W2's & 1099's
- Flat percentage can be added to Employees to use in the calculation for supplemental wages.
- Gender, Race, and Title fields for employee files.
- Copy specific Payroll features or a range
- Pre-processed reports speed up reporting times
- Advance & Loan Features Linked to Recovery Feature
- Support for Self Sealing Check Formats
- Certified Labor Hourly Rate logic when saving or posting Certified Payroll time entry

