

## PAYROLL-CANADA

### B E N E F I T S

Streamline your payroll and enable your staff to handle complex and changing payroll situations quickly and accurately, offering better service to your employees while reducing necessary overhead costs.

### Streamline

*data entry with simplified employee record setup that saves time and reduces errors.*

### Direct deposit

*makes pay day fast, convenient, and reliable for your organization and your employees.*

Inst	Branch	Account	Employee Number
012	98655	122344566666	BH0030
123	98765	111222333444	BH0030

### Streamline data entry

Simplify employee record setup for complex or changing payroll situations by quickly entering an unlimited number of pay codes, deductions, and benefits when setting up a new employee record.

### Increase productivity

Online time tracking with the eTimesheets component streamlines the time-consuming process of collecting, reviewing, and approving timesheet data. Automated payroll processing eliminates many routine transactions, freeing staff to focus on higher priorities.

### Give employees better service

Provide quick answers to employee questions on personal, financial, or payroll cheque information. Secure, flexible direct deposit provides multiple disbursement options without increasing your overhead costs.

### Make pay day convenient for your employees

Provide employees with fast, reliable, and confidential direct deposit of payroll cheques with the optional Payroll Direct Deposit component.

### Manage your payroll more effectively

Increase your flexibility and gain more control over your payroll information, keeping track of it easily and maintaining a comprehensive, up-to-date perspective on your payroll expenses.

### Comply easily with government requirements

Produce the government reports such as Year-End T4 reports and other tax statements with little additional administrative cost or trouble, and submit reports electronically or in printed form.



AVAILABLE WITH:



GREAT PLAINS



GREAT PLAINS STANDARD

## PAYROLL–CANADA | FEATURES LIST

### Payroll–Canada

- Streamline employee record management with pay codes and process salary and hourly pay automatically for groups of employees sharing the same pay code.
- Create detailed records of pay, benefits, and deductions with customized information specific to your business, such as performance review scores.
- Set up benefit, deduction, and banked pay code minimums and maximums, as well as distributions for the employer portion of WCB, EI, CPP/QPP, and Provincial Health Tax.
- Manage overtime, employee seniority, banked overtime, and banked leave. Automatically calculate taxes, deductions, and benefits for increased accuracy and efficient cheque generation and posting.
- Control the necessary audit details related to handwritten exception cheques and voided cheques.
- Respond quickly to employee questions about personal, financial, and pay cheque information with multiple inquiry windows.
- Create printed or electronic reports customized to your business needs, including year-end and T4 statements; or integrate with Microsoft® Business Solutions–Great Plains® reporting applications such as Report Writer or Crystal Reports® for added flexibility.
- Save time and ensure accuracy by integrating easily with front-end data systems using ODBC compliant import/export capabilities.

### Direct Deposit

- Offer reliable, confidential direct deposit of payroll cheques to unlimited accounts and unlimited Canadian financial institutions, as well as split deposits between multiple accounts.

### eTimesheets

- Allow employees to submit timesheets across the Internet for quick review and approval in a secure environment that provides data for payroll processing.

Payroll components are sold separately. eTimesheets is not available with Microsoft Business Solutions–Great Plains Standard.