

## Payroll

TRAVERSE® Payroll gives you total flexibility in taking care of your employees while keeping you current with reporting requirements. In addition to printing checks and paying employees, you can easily maintain detailed records with clear audit trails, track paid time off, and keep up to date with tax law changes. TRAVERSE Payroll can handle it all. You can analyze payroll expenses and employee productivity to help control costs and review expense distribution. When coupled with the Banking application you can pay by direct deposit.

You can use TRAVERSE Payroll to produce detailed reports to help you plan and generate a budget. Manage your expenses efficiently by tracking FUTA, SUI, Medicare, and Social Security costs, as well as earnings, by department. You decide whether to calculate scheduled deductions as a fixed amount, a percentage of gross pay, an hourly rate, or a declining balance. You can easily produce W-2s printed on forms or in magnetic media format to meet federal requirements. TRAVERSE stores important employee information like rate changes and education levels, giving you a quick and convenient source of human resources information.

You'll have the flexibility to set up your payroll according to your terms. Define pay codes for regular, overtime, double-time, sick, vacation, or any other payment method for hourly employees. Unlimited user-definable deductions are allowed per company, as well as taxable and/or nontaxable earnings codes and an option for fixed federal, state, and local withholdings. TRAVERSE Payroll also features full table and formula-based configuration, allowing you to meet most special reporting and deduction needs without extensive customization.

Post Run	CheckNumber	CheckDate	Employee ID	Employee Name	Department ID	Gross Pay	Net Pay
199901181	0001097	1/18/2005	BOU001	Bourne,Linds C	500	7,500.00	4,771.43
Earnings Deductions Employer Costs Withholdings Employer Tax Leave							
Earning Code	Description	Department ID	Earnings Amount				
SAL	Salaried Wage	500	7,500.00				
199901181	0001099	1/18/2005	GER001	Gerard,Timothy G	500	5,550.00	4,153.83
Earnings Deductions Employer Costs Withholdings Employer Tax Leave							
Earning Code	Description	Department ID	Earnings Amount				
SAL	Salaried Wage	500	5,550.00				
199901181	0001100	1/18/2005	JEN001	Jenkins,Kathy M	500	7,500.00	4,502.33
Earnings Deductions Employer Costs Withholdings Employer Tax Leave							
Earning Code	Description	Department ID	Earnings Amount				
SAL	Salaried Wage	500	7,500.00				
						73,939.34	50,460.15

*Powerful interactive views make recalling detailed information easy.*

- Quickly find information and create clear, detailed reports using TRAVERSE's new interactive views.
- Reduce data entry errors by importing time card and payroll information from external programs.
- Tailor your interface and create unlimited user-defined fields using the TRAVERSE Design Studio.
- Take advantage of TRAVERSE maintenance for worry-free updating of tax tables and codes.

100% Microsoft® Technology - .NET & SQL



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## Additional Payroll Features:

- use multiple states and localities for employee/ employer taxes
- automatically accrue paid time off hours with complete audit trail
- perform formula-based tax routines
- print multiple checks per employee per payroll run
- use an unlimited number of earnings codes, including overtime
- pay employees with flexible rates and shift differentials
- prepare configurable state unemployment reports
- process employer deductions such as 401(k)
- enter recurring time tickets
- set up taxable and/or nontaxable earnings codes
- set fixed federal, state, and local withholdings
- process the new year's payroll before printing W-2s for the old year
- track unlimited quarters of history on payroll checks
- produce monthly and quarterly check registers
- use the optional Banking module to pay employees by direct deposit

## Payroll Reports:

**Leave Report**  
**Time Ticket Journal**  
**Miscellaneous Payroll Journal**  
**Edit Register**  
**Check Register**  
**Withholding Report**  
**Employer's Tax Report**  
**Transaction History Report**  
**Check History Report**  
**Department Report**  
**Quarterly Employer's Tax Report**  
**Employer's Liability Report**  
**Quarterly Withholding Report**  
**Quarterly State Unemployment Tax Report**  
**941 Form**  
**W-2 Form**  
**Paycheck Received Report**  
**Pay Period Deduction Report**  
**Salary Review Report**

The screenshot displays the 'PA Employee Information' window for Employee ID B0U001. The interface includes several tabs: General, Key Dates, Taxes, Deductions, Employer Costs, Direct Deposit, Rate Changes, Bonuses, Education, and Hire Act. The 'General' tab is active, showing fields for Dept Allocation ID, Department (500), Labor Class (Prs), Corporate Officer (checked), Seasonal Employee (unchecked), Type (Salaried), Status (Full-Time), Check Sort, Exempt From Overtime (unchecked), Adjust To Minimum (unchecked), Group Code (1), and Pay Periods Per Year (12). The 'Earning Codes' section contains a table with columns for Code, Description, Rate Type, Rate, and Default. The table lists three codes: SAL (Salaried Wage, None, 0.000, checked), OVT (Overtime Pay, None, 1.500, unchecked), and SIC (Sick Pay, None, 0.000, unchecked). Below the table, there are input fields for Salary (7,500.00), Hourly Rate (0.000), and Override Pay (0.00). The 'Leave Codes' section contains a table with columns for Code, Description, and Remaining Hours. The table lists two codes: V02 (Up to Year Hrs/Hrs W..., 0.000) and JX (Up to Year Hrs/Hrs W..., 0.000). The window also shows navigation controls and a 'Payroll Enabled' checkbox.

*Employee pay information includes detailed earning codes to make marking vacation, sick, overtime, and bonus pay simple.*