

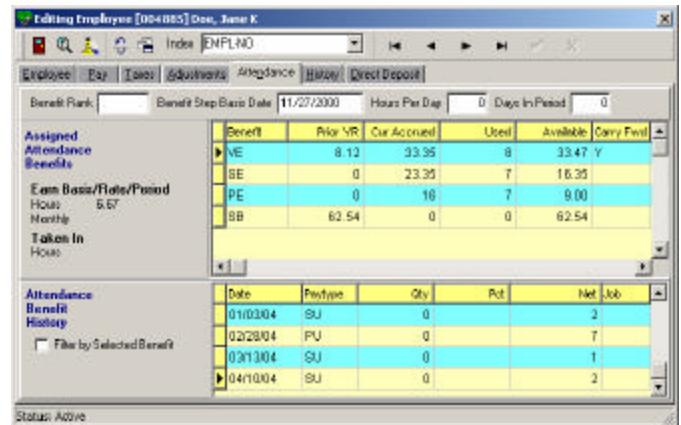
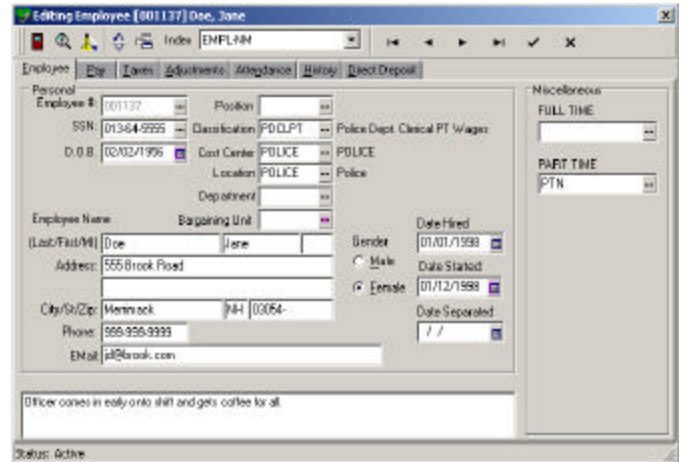


# IMAS Works Payroll

The Payroll module provides all of the functionality necessary to print and process payroll, and much more.

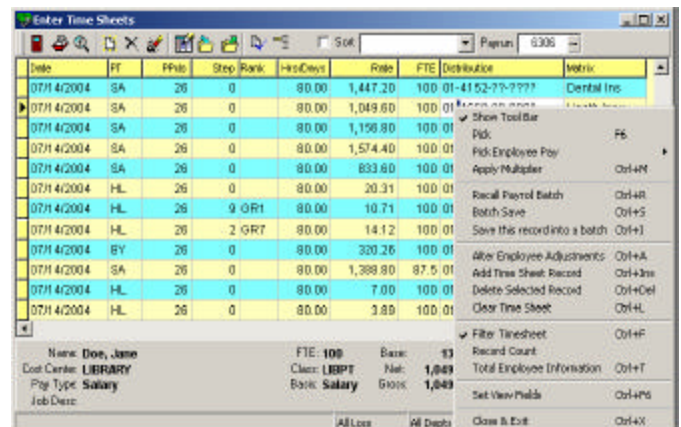
## TRACKING MASTER INFORMATION

- Tracks detailed employee information necessary for calculation of pay, deductions, contributions and benefits.
- Each employee may be assigned multiple pay types for calculation of different types for pay, or distribution of pay to multiple cost centers.
- Salary and/or hourly pay may be calculated based on step tables created by the user. The “step table wizard” makes defining these step tables quick and very easy.
- Assign unlimited amount of flat rate or percentage deductions per employee.
- The built in Matrix tool makes it easy to break out pay and deductions and track in detail to the General Ledger
- Attach free-form notes for each employee.
- Optionally tracks a history of changes to each employee. View a detailed payroll history for any selected employee.
- Maintain multiple direct deposit accounts per employee.
- Automatically tracks all benefits earned and used by each employee.



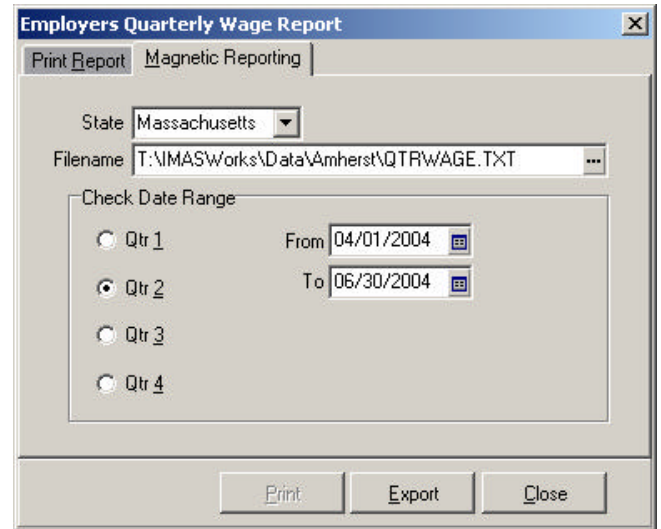
## PAYROLL PROCESSING MADE EASY

- Batch payroll entry allows you to group employees together for entry of time sheets and separate processing of payroll. You are able to create an unlimited number of batches, which may be recalled each pay period.
- Set up a batch for hourly employees containing normal hours worked. Each pay period, the batch may be recalled, and time card entry is limited only to exceptions to the normal hours worked.
- Alerts you of problems with payroll calculation before checks are printed, including a list of negative check calculations.



## FLEXIBLE REPORTING

- Print and reprint detailed or summarized payroll journals by pay period.
- Print detailed report of employer contributions for selected or all employees. Choose to include taxes, deductions/ contributions or both. Detailed and summarized reports are available.
- Prints required reports, including W-2s, 1099 and 941.
- NH Retirement XML and electronic wage reporting supported.
- Print all reports and forms to printer (specified at print time), preview to screen, output to file, fax, and more! Choose the number of copies to print. Optional background printing allows you to continue to work while large print jobs are taking place.
- Keeping in step with the latest technology, and report may be emailed directly from the reporting program!



## INTEGRATES WITH OTHER IMAS Works MODULES

- Automatically updates in detail or summary to the IMAS Works General Ledger at processing time, eliminating the need for manual journal entries.

## OTHER STANDARD FEATURES

- Pure 32-bit code: Breaks the barriers, providing the platform to take advantage of rapidly advancing technology. Programs are faster and more robust.
- Standard, familiar design to all programs makes learning easy.
- Industry Standard Database Structure: Databases may be accessed from a wide variety of "off the shelf" products; spreadsheets, report generators, etc.
- Data viewed in any list window may be "filtered" based on the criteria selected by the user.
- As with all IMAS Works modules, standard report formats are provided. Any standard report may be edited and new reports created using Crystal Reports (a Seagate product). Each reporting option has a built in interface to Crystal Reports, making selection and modification of any report easy.
- Set View lets users (workstation specific) choose the data they wish to view on the screen with complete control of screen colors, grid multi-color, etc.
- Any screen can be exported to an Excel spread sheet.

Name	Wages		Adjustments/	
	Hours	Gross Wages	Taxes	Deduct
Bevus, Mary C	0.00	1,478.00	343.72	92
Blouin, Robin	0.00	40.00	3.06	C
Gagner, Martha A	60.00	553.80	99.73	35
Harvey, Brenda L	45.00	1,800.00	137.70	C
Hunter, Kathryn F	1.00	50.00	3.83	C
Pave', Tammy L	80.00	452.80	100.61	16
Thibault, Melody	1.00	65.00	4.97	C
	<b>187.00</b>	<b>\$ 4,439.60</b>	<b>\$ 693.62</b>	<b>\$ 145</b>

FOR MORE INFORMATION CONTACT :



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