

PAYROLL PROCESSING



OVERVIEW

SoftRight's Payroll Processing application serves as the core of our Payroll & Human Resources module by providing department heads and payroll managers with a powerful, intuitive tool that administrates the complete payroll cycle for a municipality or school system.

Privilege based management controls allow the application to work in a centralized or distributed capacity and the system accommodates an unlimited number of "in process" payrolls, pay types, earnings and deductions.

The Payroll Processing application is fully integrated with SoftRight's General Ledger, Accounts Payable, Treasury Receipts, Budget and Human Resources applications.

PAYROLL MANAGEMENT

- Exception-based payroll processing with unlimited pay types, earnings, deductions and direct deposits
- Integrated attendance and automated accruals, contract maintenance and salary step & level administration
- Click-of-a-button payroll encumbrance
- Accommodates employees with multiple jobs and multiple cost centers
- Lump sum payroll management
- W2 processing and complete payroll tax preparation
- Process by regularly scheduled payroll frequencies, department, lump sum or single employee
- On-the-fly employee modifications
- Privilege based personal information security

- Attendance and accrual details and summaries
- Complete payroll history with powerful drill-down capabilities to view or print by year, grouping, check, payroll type, department, etc.

CONTRACT MAINTENANCE

- SoftRight's Contract Maintenance application automates the contract process for salary step and level grades as well as accrual information.

FULLY INTEGRATED WITH:

- General Ledger
- Accounts Payable
- Treasury Receipts
- Budget
- Human Resources

REPORTING & INQUIRY STATUS

- Quarterly, year-end and user specified reporting
- County and teacher retirement reporting
- Investment reporting including 403B and 457