PAYROLL

BIAS
Suite

PAYROLL

Your most valuable asset: your **people.**

KEY BENEFITS

- ✓ A state-of-the-art application that connects your employees to groups, positions, and steps you've built for maximum efficiency when managing payroll.

- ✓ Access all the steps you need to process payroll in one place with a click of the button.

- ✓ You can be confident your payroll will be correct with easy to read and interpret reports on the fly.

- ✓ Get payroll done faster by tapping into the Calculated Pay tools that run circles around the full service payroll providers.

- ✓ Capture payroll budgeting scenarios with an integrated and easy to use payroll budgeting component.

HOW IT WORKS FOR YOU

Like all BIAS applications, BIAS Payroll is **completely integrated** with Financials for automatic and seamless posting to the GL. It operates an "enter and calculate" principle that permits the user to see the results before finalizing the payroll. This allows a second look to ensure paycheck **accuracy**.

Checks can be **printed on-the-fly** or in a batch process for easy paycheck distribution. Pre-set your cost distribution to follow actual worked time or a percentage based allocation. Generate your tax and benefit payments and send them to AP with full distribution of costs that follow wages to your funds.

Learn more about BIAS and our Suite of Applications at biasonline.com

HOW IT'S PUT TOGETHER

BIAS Payroll is customized to work with your organizational structure. Review and approval of all steps are built in to satisfy internal control needs with extensive error checking and audit trails operating in the background.

- Position and benefit tracking
- Manage salaries, hourly pay, FLSA, OT, and any premium pay
- Vacation, sick, holiday, or any accrual tracking
- State & federal tax tracking
- Custom pay distributions
- Multi-step calculated wages (a **must have** for complex bargaining units)

- Paid Family Medical Leave tracking
- Calculated accrual earnings based on hours worked
- Email employees paystubs
- Direct deposit via NACHA file
- Workers compensation tracking

REPORTS

941 Reporting
Unemployment Reporting
DRS Hours and Salary Report
Workers Compensation Report
Electronic W-2 & W-3 filing

Payroll Budgeting
Accrual Liability Report
Benefit Reporting
Employee Census

WHAT'S INCLUDED

Accrual Tracking
Basic HR Tracking
Benefit Tracking
Electronic W-2
Payroll Budgeting
Payroll Processing

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