



Products and Services to Enhance Microsoft Dynamics® GP Payroll and Human Resources

Payroll and Human Resource Enhancements within Microsoft Dynamics® GP 2010

Challenges within the Payroll and Human Resources department are increasing because of and even in spite of the current economic climate, whether it's on an upswing or not. Some common challenges for Payroll and HR Professionals include:

- Being forced to keep costs down by doing more with less. Professionals are in dire need of an **effective and efficient control system** ensuring communication of the right information at the right time being relayed to the right people to take prompt actions.
- Focusing on the big picture while creating a culture of accountability, integrity and respect for employees. With layoffs becoming the norm, professionals must keep the morale high so it doesn't negatively impact the emotional climate and productivity.
- Finding and attracting the right talent for the organization is a must, especially with the competition out there today. Proper management of strategic employment will help hold on to critical skill sets and top performers. As one Gartner analyst states in *HR Executive*, "Deliver talent-management solutions that are relevant in tough times but that have an eye on future growth."

Payroll and HR professionals need to be more adaptable, resilient, quick to change directions, and customer-centered. Within the current environment, the HR professional must also learn how to manage effectively through planning, organizing, leading and controlling the human resource and be knowledgeable of emerging trends in training and employee development.

Microsoft Dynamics GP is an Enterprise Resource Planning solution designed to meet the challenges faced by midsize businesses. Everything you need—your operating system, database, personal productivity tools, and e-mail—all work together with Microsoft Dynamics GP to help lower implementation and long-term ownership costs while increasing business productivity. [For more information on Microsoft Dynamics GP, please visit the [Integrity Data website](#).] **A large number of enhancements have been added to the recent launch of Microsoft Dynamics GP 2010 to better streamline Payroll and Human Resource processes.**

We have already identified the main challenges that HR and payroll professional's face every day; now we will address how the Microsoft Dynamics GP 2010 enhancements can help you meet those challenges head on with effective solutions. Read on to learn all that is now available to you and how it can benefit you and your business.

Keep Costs Down by Doing More with Less:

Streamlining of Payroll and HR processes ultimately enhances company efficiency. Microsoft Dynamics GP 2010 has found new and exciting ways to make this possible. Doing more with less never sounded so good.

Payroll

- *Map (pay, deduction or benefit) Codes to Multiple W-2 Boxes*
You can now designate as many as four different locations where the same amounts will be printed on W-2 statements and you can specify a label for each location. You will no longer need to create a new code for each location.
- *Process Concurrent Pay Runs*
Multiple clerks can now process Pay Runs concurrently and have them done in half the time.

Advanced Payroll

- *Labor Accrual Manager*
This feature automates the generation of accrual and reversing entries that are posted to the General Ledger.
- *Changes to Pay Policy Management*
You can now roll down changes to pay policies within Pay code streamlining the change process and saving you administrative hours.
- *Deduction in Arrears*
You can now automatically track deduction balances when the employee's net pay cannot meet all deductions, or to collect mandatory arrears for employee deductions where the employee does not receive a pay check.
- *Create Differential Pay Transactions More Easily*
You can now create blended rate calculations which can be applied to gross wage transactions for the purpose of paying a blended premium amount without the need for a separate transaction.

Benefit Self Services

- *View and print benefit self service confirmation statements*
Empowering employees to check their own benefit submission status means fewer requests and administrative work for HR personnel. Benefit Self Service now provides the ability to view and print benefit selections before and after submitting them. It also allows you to view historical and current benefits that have been posted.

PTO Manager:

- *Assign paid time off (PTO) configurations to employees*
You now have the ability to assign a configuration to multiple employees who have similar or identical PTO configurations. A PTO Setup window allows you to create configurations which can be used as default information for employee records by using the PTO code. Subsequent changes to codes can be rolled down to multiple employees. Additionally, you have access to a new Employee PTO Maintenance window which is more intuitive, efficiently organized, and allows for easy changing of PTO settings by using the PTO code.

Big Picture Insight with Unified Communications:

Microsoft Dynamics GP 2010 gives insight into daily tasks, giving your employees more accountability for their actions and managers will have more time to deal with the bigger picture at hand. More time and more productive employees set the stage for a successful company.

Payroll

- *Sequencing Garnishments*
You can now deduct the garnishments in a particular sequence until reaching the limit specified in the Garnishment Maximum window, giving you more control over deductions.
- *Reprint Pay Stubs and Earnings Statements*
You can now reprint a report that contains paystub and direct deposit earnings statement information from a previously posted pay run which closely resembles the original check or direct deposit. This enhancement makes it quick and easy to view history of payables and receivables, giving you better insight into company financials.
- *Track Fiscal Year Values*
You can now track fiscal year as well as calendar year amounts for compensation, deductions, and benefits, and set both fiscal and calendar year limits in Payroll and Human Resources.
- *Payroll Integrations with Analytical Accounting (Module within Microsoft Dynamics GP 2010)*
You can now track employee expenses by transaction dimensions created in Analytical Accounting. You can also assign default dimensions codes to payroll posting accounts based on a combination of posting type, employee, department, position and code.

Advanced Payroll

- *Payroll Hours to General Ledger*
The Payroll Posting Account Set up window has been modified to allow the assignment of a Unit Account so you can now post payroll hours as well as dollar amounts giving you more flexibility and scalability into your reporting.
- *Advanced Labor Reporting*
You can now extend department level reporting for both payroll and financial data. Having a better view into each department helps you to notice failures and successes quickly.
- *Transaction Auto Split*
This allows additional flexibility and functionality when applying payroll transactions for employees that work for and in multiple departments and positions.
- *Payroll Integration to Payables*
During the posting process of the payroll processing, the system will create Payables Voucher Transactions automatically. You can then cut checks or do EDTs using standard Payables Management features. You no longer have to manually add expense vouchers, saving you and the company time and resources and ensuring more accurate data.
- *Use Multiple OT Rate Calculation Methods per Pay Code*
You can now assign more than one ORM calculation method to a pay code. The result is that you can use a blended rate for more than one part of the transaction and hours are no longer overstated.
- *Specify Payroll Edit Report Preferences*
You now can use the standard Posting Reports setup options for pre-posting reports that are printed after calculating check and the reports that are printed during the posting process.

Human Resources

- *Assign employee secondary status codes*

You can now create secondary status codes to provide more detail about an employee's status, such as why an employee is inactive or isn't being paid. For example, you could set up codes for inactive employees who are taking military or family leave, or active employees who are on probation, awaiting a grant assignment, or between school terms.

You can set up separate status codes for active and inactive employees, and print a report listing all available status codes. You can assign the new codes using the Employee Maintenance window, and view assigned codes using the Employee Inquiry window.

Find the Right People for the Right Job and Effectively Leverage their Skill Sets:

"Although evidence of an end to the recession is starting to mount, organizations must make sure they have strategies in place to sort through a predictably huge influx of resumes and ensure they are reaching out to the right talent pool" (shrm.org)

Whether the economy is coming out of the recession or not, it is more and more competitive out there. In addition to the competition, there are also many more people looking for jobs. Microsoft Dynamics GP 2010 helps you create a consistent and strategic process to find and hire the people meant to work for your company.

Payroll

- *Exclude Inactive Employees from the Employees Lookup window and set it up as the default*

This enhancement easily weeds out the information you don't need making it easier to view and analyze the timely and relevant data.

- *Use Workflow to Manage Employee Onboarding*

You can now create a standard workflow to manage the process of onboarding a new employee. This saves you time in the hiring process and keeps it consistent among your employees. This also allows you to standardize hiring and training documents for each new employee.

- *Use Workflow to Manage Personnel Maintenance*

You can now create a standard workflow to manage the process of making common changes to employee records, such as changing a name or making an employee inactive.

Human Resources:

- *Easier setup of position control plans and funding*

You can use position control to plan the positions that you will have in your organization and to track the funding sources for those positions. Several enhancements simplify the process of creating position plans and accounting for them. You can now copy a position plan to create a new one. You also can export position plans to Microsoft Excel, and import plans from Excel. You can set up fund account information to specify the general ledger accounts that are affected during payroll processing for employees who hold a seat for a position. New reports include_history reports, Plan Details, Plan Analysis, and Seat Expiration.

Advanced Human Resources:

- *View and print Excel-based reports for Certification, License and Training Manager*
This tracks all Certification, License and Training requirements for your employees. Including lists of classes your employees have taken and their scores, comments, instructors, etc. You also can view and report on this data via reports. For example, realtors and CPA's need to have their certifications in place before selling or working with clients. This makes it easier to track and to stay compliant with the current regulations within your industry.
- *Use Security Tasks and Roles for HR and PR Suite*
The system administrator can now grant specific Human Resources roles to users. This enables the users to access the windows and reports necessary for their specific job function enabling your employees with the right information and enhancing overall productivity.

Benefit Self Services:

- *Track the benefit enrollment process*
Benefit Self Service now provides the ability for managers to determine at a glance which employees have started enrollment and which steps they have taken toward completing it. You can also view and print detailed reports on this information so managers can take appropriate action.

The challenges that payroll and HR professionals face every day can be daunting and the pressures of what's now expected in the current economic climate are just as overwhelming. We here at Integrity Data recognize those challenges and can now take an impressive step forward with Microsoft Dynamics GP 2010 in helping meet the expectations of today. With Microsoft Dynamics GP 2010 in place, **Payroll and HR professionals** *can* be more adaptable, resilient, quick to change directions, and customer-centered. They *can* manage effectively through planning, organizing, leading and controlling the human resource and can be more knowledgeable of emerging trends in training and employee development.

For more information on Microsoft Dynamics GP 2010 and how the payroll and human resources enhancements can benefit you, visit http://www.integrity-data.com/Products/Microsoft_Dynamics_GP_Human_Resources_And_Payroll.aspx

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