

# Powerful HR and Payroll Solutions

For Microsoft Dynamics® GP

## COMPLETE

Frustrated by the lack of HR and Payroll functionality in Dynamics 365 Business Central or the limited HR & Payroll functionality in Dynamics GP?

Integrity Data HRP provides a comprehensive, all-in-one HR & Payroll solution to manage the entire employee lifecycle from onboarding to payroll and compliance to exit – and everything in between.

## SEAMLESS

Wasting time and creating unnecessary risk by using multiple systems, manual processes, and duplicate entry just to manage and pay your people?

Integrity Data HRP unifies your payroll, timekeeping, and HR processes in real time to eliminate data bottlenecks and supercharge your insights.

## EASY

Spending hours shuffling paper and answering calls and emails when you really want to be finding, engaging, and nurturing awesome employees?

Integrity Data HRP gives you and your people an easy, engaging, and efficient management and self-service platform accessible anywhere, on any device.



Your People. Our Priority.®



See how employers save time, risks, and costs with Integrity Data HRP.

## HR and Payroll Solution for Microsoft Dynamics GP Features

Features	What It Does for You
<b>Recruiting and HR</b>	
Online Applicant Tracking	Everything is at the employee's fingertips anytime, anywhere on any device – from viewing company announcements, accessing documents to view and/or sign and important links, along with accessing their paystubs, tax documents, and HR documents; viewing their PTO balances and time off requests all in one spot, even clock in or out (if using time entry) with a single login.
Electronic Employee Onboarding	Create custom onboarding task lists for new hires, which can be monitored on the administrative onboarding dashboard. Self-service onboarding for a new hire includes e-signatures for the electronic W-4 and I-9 Forms, consent documents, and direct deposit elections to have the employee immediately setup in payroll and time entry.
Online Performance Reviews and Management	Create and define unlimited performance reviews by employee and track the performance review scheduled dates and completion status. Reminders are visible in the employee self-service dashboard and the employee results are recorded along with any supporting documentation.
Employee Certification License and Training Management	Manage employee credentials such as licenses, certifications, training, and skills with ease. Better yet, empower employees and managers to see upcoming expirations, make updates, and upload updated documentation directly through self-service.
Organizational Management	View high level organizational metrics in the HR dashboard. Also view organizational structure and company directory. All employee changes are supported with effective dates - even create and run point-in-time reports.
<b>Time Entry</b>	
Flexible Time Entry Options	Employees can clock in and out using a standard web browser on any device, from any location as well as a mobile app including employee self-service, standard timeclock, e-timeclock, kiosk or IVR.
Employee Scheduling	Manage payroll costs through effective scheduling. Whether simple or complex, the scheduling feature allows you to manually or automatically assign shifts based on staff availability and preferences, create reoccurring schedules, automatic lunch hours and more.
Time & Attendance Tracking	Dashboards provide managers with an overview of attendance in real time and integrates into payroll, no more dual entry is needed! Track all necessary data to accurately allocate labor costs in Business Central, including Jobs and Dimensions.
Geo-Fencing	Reduce invalid punches by assigning specific locations and corresponding radius where employees can clock in/clock out according to their project assignments. Also track employee locations to ensure local tax compliance where applicable.
<b>Payroll Within Microsoft Dynamics GP</b>	
Comprehensive Leave Manager	Create and manage unlimited types of leave with varying rules in Microsoft Dynamics GP Payroll.
Employee Email Suite	Automatically and Securely e-mail direct deposit earning statements and W-2s to your employees.
Enhanced Retirement Plans	Automate and enforce the relationship between employee contributions and company matches across retirement plans.
Life Insurance Tax Calculator	Automatically calculate the tax on the imputed income of an employer's group term life insurance benefit.
Mid Pay Period Rate Changes	Manage and apply pay rate changes that take effect in the middle of a pay period.
Negative Deductions	Easily correct over-withheld deductions in Microsoft Dynamics GP.
Overtime Hours Rules	Overtime tracking software for Microsoft Dynamics GP.
Employee Accounts and Splits	Easily manage complex payroll posting requirements.
Negative Payroll Transactions	One step payroll corrections and adjustments software for Microsoft Dynamics GP.
Gross-Up Payroll Calculator	Perform hypothetical net pay or gross-up calculations in seconds in Microsoft Dynamics GP.

## HR and Payroll Solution for Microsoft Dynamics GP Features

Features	What It Does for You
<b>Employee (and Manager) Self-Service</b>	
Self-Service Dashboard	Everything is at the employee's fingertips anytime, anywhere on any device – from viewing company announcements, accessing documents to view and/or sign and important links, along with accessing their paystubs, tax documents, and HR documents. Employees can view reminders of certifications and license expirations as well as upcoming classes, their PTO balances and request time off all in one spot, even clock in or out (if using time entry) with a single login.
Online Benefit Enrollment	Easily create and maintain benefit plan setups as well as employee benefit elections, define eligibility groups and waiting periods and view/approve open enrollment benefit elections. Employees can easily access, learn, and enroll in benefits anytime and from one convenient place, and HR can comfortably manage the process in minimal time.
Expense Reimbursement	Keep track of reimbursable work expenses and associated receipts as they happen either in the office or on the road from your mobile device then submit them when you are ready.
Employee Updates	Manage direct deposit accounts, profile changes including address, emergency contacts, dependents and company and personal documents with electronic upload and signature.
Manage Employees	Employees can view reminders of certifications and license expirations as well as upcoming classes. Streamline employee performance reviews, automated workflows (EX: Approving expenses), extensive reporting capabilities and comprehensive system-wide auditing.
Pay History	View pay history in summary as well as full paystubs to view or download. At year-end, employees may also access W-2s.
Request Paid Time Off	View available time off balances and request future paid time off.
Mobile First Design	Employees can access their information - even clock in or out anytime, anywhere, on any device.
<b>Payroll Tax Filing Services</b>	
Data Verification	We send you a report to verify your data is complete and contains everything necessary to file electronically.
Data Formatting	We organize and format your data for all relevant taxing jurisdictions, whether it is one state or across the US.
Timely Form Submissions	We submit the necessary electronic forms and data to each taxing jurisdiction accurately and on time such as Federal withholding, state unemployment, etc.
Timely Tax Filing	We take care of whatever filing is needed in your specific case: per pay period, per month, per quarter, and annually.
Data Analysis	We analyze your data and determine the necessary steps to reconcile and file quarterly reports such as IRS Form 941 and any state-required forms.
Annual Reporting	We submit your annual forms and reports: IRS Form 940, W-2 printing and distribution to employees and electronic filing with the IRS.
Track Receipts	We confirm processing and receipt of the tax data from each taxing jurisdiction.
Centralized Customer Support	Should processing errors or failures occur, our team will respond and contact you immediately to work through any adjustments, and resubmit the data.
<b>ACA Compliance Services</b>	
Monthly ACA Variable Hour Eligibility Tracking & Reporting	We create monthly eligibility reports for identifying variable hours employees eligible for health insurance and create annual open enrollment eligibility reports.
Creation of 1095 & 1094-C Forms	We automatically code and create your 1095 & 1094-C IRS forms.
Year-End 1094-C Electronic Filing	We generate IRS form 1094-C and e-file it (with copies of the 1095-Cs) with the IRS.
Year-End 1095-C Form Distribution to Employees	We can send your 1095-C forms to your employees on your behalf.
State E-filing of Required ACA Forms When Applicable	We electronically file ACA related information at the state level where applicable.
Secure Electronic Storage of Your ACA Information	We ensure secure electronic storage of your ACA information to assist with future audit and compliance inquiries.

Discover the benefits of managing and paying your people within a single, unified system. Integrity Data HRP is the powerful and flexible solution you need to maximize efficiency, minimize risk, and empower your team.

### Manage Your Entire Employee Lifecycle in One Place



- ▶ Easily view how an applicant is moving through your recruitment process.
- ▶ Automated self-service onboarding sets new employees up for success.
- ▶ Minimize the time and cost of benefits administration with integrated, convenient online enrollment and administration.
- ▶ Gain efficiency and accuracy with online time entry and tracking.
- ▶ Streamline multi-state payroll processing.

### Built to Integrate Seamlessly with Microsoft Dynamics®



- ▶ Save valuable time and errors with no more duplicate entry or switching between systems!
- ▶ Automatically consolidate ERP, payroll, HR, and employee data for more detailed insights and confident decisions.
- ▶ Centralize employee information, user access, and security controls so changes are made once and reflected throughout the system.
- ▶ Eliminate disconnected systems with full functionality in a single SaaS solution at a predictable monthly cost.

Connect Microsoft Dynamics financial data in real time, including:



- General Ledger
- Vendors
- Accounts Payable
- Projects

### Focus on Your People Instead of Endless Admin



Quickly attract, onboard, pay, and manage employees from any location or device.

Give employees and managers 24x7x365 self-service tools to keep them informed, engaged and efficient.

Eliminate penalty risks with our complete electronic tax filing service, including year-end filing—all federal, state, and local payroll taxes are taken care of.

- ▶ The ACA experts at Integrity Data do all the hard ACA Compliance work for you with our ACA full service, including year-round eligibility tracking and year-end IRS reporting.

### Your Trusted Partner for HR and Payroll Solutions

At Integrity Data, your people are our priority and we have dedicated the last 25 years to making people management less stressful and more strategic.

With Integrity Data HRP, you not only gain a powerful and unified solution to manage all aspects of your employee lifecycle, but you also gain a full team of trusted and experienced HR, payroll, and ACA experts backing you every step of the way.

From development and integrations to strategy and support, relax and enjoy a personalized experience with everything you need and more than you expect.

Learn about more Integrity Data HRP features and benefits for your business:

[integrity-data.com](https://integrity-data.com)

Or contact our HR & Payroll experts today!  
888-786-6162 | [sales@integrity-data.com](mailto:sales@integrity-data.com)

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