

ULTRA



Ultra Fast. Ultra Convenient. Ultra Efficient. CertiflexDimension Ultra.

PAYROLL

{ The complete payroll management & payment system }

CertiflexDimension Payroll is a complete payroll management and payment system designed to operate as a stand-alone (non-integrated) or fully integrated business application. Payroll is broadly used by businesses and professional accountants providing payroll services to clients. When integrated with our numerous business applications, payroll will update Job Cost, make ledger entries, generate Quarterly State Forms, and print on plain check stock. Bank Reconciliation also retrieves check data from payroll for reconciliation with bank statements. Since our payroll system uses simple, yet comprehensive table's configuration, it will easily support the basic or most complex employee payment needs.

The innovative table structure permits the user to customize the software for virtually any earnings, deductions, and withholding requirement. Tables can be set for selective employee use, universal use, or interconnection with other tables. Payroll comes with a standard set of tables for state tax withholding, federal withholding, FICA, and Medicare so you can begin using the system instantaneously. Additional tables can be setup and implemented as required by the user.

CertiflexDimension Payroll offers the best result for all your Payroll needs. From the very basic necessities of fast, efficient time entry and check printing to the most advanced management tools available on the market.

- Infinite Companies, Employees, Historic Data
- All Federal and State Tax Withholding Calculations
- Daily, Weekly, Semi-Monthly, and Monthly Payrolls
- EIC Reporting and Calculations
- Tracks and Accrues Vacation, Sick Leave, Comp. Time
- Prints Payroll Checks on Plain Paper or MICR Generator
- Supports Piece Work
- Cafeteria Plans, Tip Tracking, Fringe
- Benefits, etc.
- W2s, W3s, 940s and 941s
- WH-347-Certified Payroll Report
- Direct Deposit Feature
- Supports Void and Manual Check Entry
- Track and Reports by Date Worked
- Superior employer Burden Allocation Features
- Reprint/Email Check Stubs & Direct Deposit Slips



THE VERSATILE GROUP, INC.

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{ CertiflexDimension Payroll integrates with
State Forms | General Ledger | Job Cost | MICR }

PAYROLL ENTRY

CertiflexDimension Payroll entry screens have been optimized to be easy to understand and efficient to operate.

- Fast efficient 10-key based entry screens
- Automatically tracks and accrues employee vacation, sick leave, and comp. time
- Automatic calculation of federal and 50 state withholding
- Supports and tracks per unit pay (piece work)
- Tracks and reports date worked
- Access employees by number, name, SSN, or initials
- Can automatically allocate non-hourly pay (commissions) to departments based on hours worked
- Superior departmentalization handles pension plans, cafeteria plans, tip tracking, fringe benefits, recurring employee deductions, advances, mileage reimbursements, etc...
- Flexible time clock interface
- Automatically expenses all employees' hourly wages by department
- Can automatically expense salaries by department based on hours worked
- Easily handles employer matching overhead, and union dues calculation tables

CALCULATION FEATURES

Payrolls foundational structure uses a matrix of tables to manage all basic and advanced calculations. This feature gives CertiflexDimension Payroll an unequaled amount of flexibility and ease-of-use.

- Safe Harbor 401K
- Easily handles employer matching calculation tables
- Easily handles employer overhead calculation tables
- Includes overtime rate factoring along with average rate and weighted average rate calculations
- Supports accruing payroll to prior period ledgers
- Accrued hours/wages calculation tables can be based on hours worked or hours paid
- All tax, hours, and employer accrual calculations tables are available for editing
- User defined calculation tables include 18 different styles of tables including a wage bracket style, a flat percentage style, hours or wage accrument styles and hours over standard salary style.
- All user defined calculation tables can be set to withhold from employee or employer
- Powerful spreadsheet-like tax report worksheet
- Supports tax calculation based on hours worked by department



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REPORTS & ANALYSIS

CertiflexDimension Payroll provides a myriad of reports and analytical screens that can be sorted by many factors. The following list identifies a few of the key reports.

- ✦ WH-347 (Certified Payroll Report)
- ✦ Earnings Report by Employee Class
- ✦ Tax Report Worksheet
- ✦ Full-featured user defined Payroll Report
- ✦ Writer with over 15 preset tax report worksheets
- ✦ Federal magnetic media W2 reporting
- ✦ Allocation analysis reporting 15 separate variations including by department, job, employee 941, W2, 940EZ, and Quarterly
- ✦ SUTA Forms
- ✦ Earnings report (by employee, department, employee class)
- ✦ Earnings/Deduction/Tax Codes
- ✦ Workers' Compensation Codes
- ✦ Hours Accrued/Used
- ✦ Rate Review
- ✦ Time Card Labels
- ✦ Employee Time Input Form
- ✦ Department Time Input Form
- ✦ Schedule Report (by department, employee)
- ✦ Paycheck History (by employee, check)
- ✦ New Hire Report
- ✦ Job Allocations History (by job, department, employee)
- ✦ Employee Listing
- ✦ Employee Maintenance
- ✦ Department Listing
- ✦ Earnings Code Listing
- ✦ Deduction Code Listing
- ✦ Special (Tax) Code Listing
- ✦ Tax/Information Tables Report

VENDOR MANAGEMENT & MAINTENANCE

Listed below are but a few of the many vendor management and maintenance features available when Purchase Order is integrated with CertiflexDimension Accounts Payable.

- ✦ Unlimited vendors, invoices, history, company entities, and vouchers
- ✦ Zip Code to city verification
- ✦ Drill down on history to see complete transaction detail
- ✦ Quick Notes database for each vendor
- ✦ File and internet links for each vendor
- ✦ 1099 FIT and SIT withholding options with percentages
- ✦ Default job cost code for each vendor
- ✦ Easily copy vendor history to spreadsheets
- ✦ Intellitrans feature to import vendor master data
- ✦ Flexible transaction import



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