



Payroll/ Human Resources



CIVIC SYSTEMS, LLC
STRONG SOFTWARE. STRONG COMMUNITY.

The Payroll Human Resource system allows easy payroll processing and the ability to develop your own, customized, comprehensive employee information system. The system meets federal and state government reporting requirements and provides complete fund and departmental allocations.

Virtually eliminate time consuming entry.

Pay by exception features allows you to pre-design your entire payroll and do a "press of a button" payroll run.

Complete government reporting.

Includes complete government forms including 1099's, W-2's, 940's, 941's, W-3's and other state reports (retirement, SUTA, etc.).

System functionality saves time.

Automatic wage and benefit general ledger allocation saves valuable time.

Produce reports fast and easy.

Over 25 pre-designed reports are ready-to-use or use our report builder for unlimited report design.

Incorporate your community's unique needs.

Nearly 80 user-defined fields available to incorporate unique payroll and human resource needs.

Manage employee information effectively.

Customize the human resource tracking system to meet your needs.



Inquiry



Computed check entry



Payroll register

CIVIC SYSTEMS, LLC
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Madison, WI 53707-7398



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FEATURES

- General Ledger interface
- Complete government reporting
- User-controlled withholding tables
- Automatic or manual general ledger allocations
- Employee benefit accruals: vacation time, sick leave, holiday, personal
- User-formatted payroll check or voucher
- Input worksheets
- Expense reimbursements
- Taxable/non-taxed expense allowances
- Easy corrections
- Human Resource information
- Multi-level security for sensitive information
- Payroll inquiry on one screen
- Available timekeeping, direct deposit, and other systems
- System check-out feature tests data integrity
- Custom designed steps checklist for payroll processing

SAMPLE REPORTS GENERATED

- Payroll checks
- Payroll register
- Employee lists
- Transmittal reports
- Gross pay
- Retirement
- Wage reports
- Worker's compensation
- State withholding
- New hire / SUTA
- FUTA
- FICA / FWT (Form 941)
- 1099 and summary
- Labels
- Preliminary payroll register
- W-2's (regular or magnetic)
- Preset batch reports

INTEGRATION

The Payroll/Benefits module can be purchased as a stand-alone product or interface to our other software modules.

ADD-ON MODULES

- Electronic Direct Deposit
- Personal Time Keeping
- Interfaces With Third Party Timekeeping Systems

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