

## DO PAYROLL ONLINE

You bank online and buy online, isn't it time you did your payroll online? With Online Employer payroll data entry just got a whole lot easier! You have access to your payroll data 24x7 with the added convenience of the PayChoice team eliminating the hassle of payroll processing, tax payments, garnishments and benefits. Online Employer couples your payroll data with employee self service, timesheets, reporting and G/L tools, all with a single access point and log-in.

### PAYCHOICE ONLINE

Payroll when you want and where you want is the premise behind PayChoice Online. Entering hours and pay data at your convenience can make payroll far simpler.

### EMPLOYEE SERVICES

Employee Services is a self service, web-based module providing employers and their employees on-line access to personnel data, benefits management, check stubs, time-off information, W-2s and more.

### REPORTING

Online Employer has several dozen standard reports to manage personnel, benefit information and time and attendance. You can also create custom reports on-line or export data into Microsoft Excel to send reports to your accountant or other 3rd party service providers.

### TIMESHEET

With our timesheets offering, employees are able to enter their hours at any time, from anywhere. Hours and time-off recorded are automatically transmitted to the payroll portion of Online Employer, making payroll processing simple and error-free.

### G/L INTERFACE

Seamlessly post payroll information to your QuickBooks accounting package. Accessed via Online Employer, you, or your accountant, now have a convenient online capability to post payroll data.

### SERVICES INCLUDE

- Spreadsheet import
- Fully web-based solution available 24x7
- Integration of payroll and employee info
- Password protection ensures access based upon job responsibilities
- Manage salary, training and other personal information
- Benefits management
- View/Print check stubs on the web
- Reduce employee inquiries for information
- View attendance balances for sick/vacation time
- Reports are exportable to Microsoft Excel
- Employees are able to view their W-2 at year end
- Time sheets tools
- Extensive reporting options