

# Sage 50 Payroll 2010

## New Features and Benefits

### The Payroll 2010 Message

Payroll is a feature rich program so in response to customer feedback the main focus of Sage 50 Payroll 2010 is to improve the everyday running of our Payroll software making it easier and simpler to use.

#### The main focus this year is:

- Making it easier and quicker to navigate around the program and deal with occasional tasks
- Making it easier to produce the historical reports
- Helping improve control of internet submissions

### NEW SageCover Services Stack

In previous versions of Sage 50 Payroll, users could access Web Links and it would open a web browser, but this was limited as to how we could integrate these services direct into Payroll itself. New to Sage 50 Payroll 2010 is the SageCover Services stack that enables users to directly access Sage services that they may be entitled to or even find out more information about our software and services via [www.sage.co.uk](http://www.sage.co.uk) directly from within Sage 50 Payroll itself.

#### Benefits to the Customer

- **Simple** – to setup and use directly within your Sage 50 Payroll 2010 software
- **Easier** – no longer do you need to open a separate browser and have to key in your Sage passport details, you can do this all automatically from within the software
- **Quickly** – access services relevant to your payroll or HR needs, such as HR Advice

### NEW Internet Submission Log

Previous versions of Sage 50 Payroll enabled customers to submit and receive forms on-line with the HMRC, but never kept a complete history of what had been submitted, when it had been submitted or whether it had been a success.

New to Sage 50 Payroll 2010 is the ability to keep track of all in-year and year end submissions made to HMRC and to report on this using the e-Submissions Log feature.

#### The E-Submissions Log feature will record details of:

- Date of submission
- Company being submitted
- Which form has been submitted or received and for which employee(s)
- Which payroll username has submitted?
- Whether the submission was a success or failure





### Benefits to the Customer

- **Complete Audit** – keep a full history of forms submitted to or received by HMRC, when and who submitted, and whether it was successfully submitted
- **Simple and Easy** – to setup and use
- **Quickly** - respond to HMRC queries on any submissions questions by a few clicks of a button

## NEW Date Specific NI Legislation

In the last couple of years, we have seen the Government make changes at short notice to PAYE and VAT mid way through tax/financial year. To ensure that Payroll becomes more future proof should the Government decide to make changes to NIC mid way through a tax year, we have enhanced the NI Legislation settings in Sage 50 Payroll 2010 to enable these changes to be applied.

For the last couple of versions of Payroll, we have had the ability to set date specific PAYE legislation, but National Insurance (NI) has remained effective from the beginning of the tax year.

### Benefits to the Customer

- **Future Proofed** – the HMRC are becoming more flexible when updating legislation mid way through a tax year, with Sage 50 Payroll 2010 you can have peace of mind your software will enable you to do this.
- **Automatically update NI legislation** – using the Automatic Legislation Updates feature, users can at the click of button allow Sage 50 Payroll 2010 to update any NI legislation without the user having to manually update them.

## NEW Quick Statutory Payments Entry

Statutory Payments such as sick pay and maternity pay are infrequently used features of Sage 50 Payroll, with complex legislation and terminology behind it. However, as they are not everyday tasks, customers often find it difficult to setup or understand why it may not be calculating a payment being due when they expect it to.

Previous versions of Payroll required the user to navigate to different areas of the software to setup a statutory payment before processing. It was also not obvious to the user why a statutory payment had not calculated and what they needed to do to get it to calculate.

In Sage 50 Payroll 2010 we have introduced the new Quick Entry method for SSP, SMP, Statutory Adoption Pay and Statutory Paternity Pay. Simply entry of the minimum amount of information and Payroll will advise you of the key dates and entitlement due, and if not due why and what they need to do

### Benefits to the Customer

- **Quicker** – everything you need to setup and pay a statutory payment is in one location without having to navigate around the program.
- **Simple** – removal of complicated legislative terminology into more meaningful and useful information.
- **Easier** – to understand why an employee is not entitled to a statutory payment or why it's not calculating and what you need to do to correct it.



## IMPROVED Historical Reporting

Historical Reports has been a feature of Sage 50 Payroll since v9, it allows you to print reports e.g. payslips from a previous pay period or tax year. However, most customers either don't use it as they cannot find it or find it too difficult to use. In previous versions of Payroll historical reporting was hidden away in the Company stacked toolbar, on clicking Historical Reports, the user gets prompted with a complicated set of criteria and filter screens before they get to print of their required reports.

In Sage 50 Payroll 2010 to promote awareness we've made the Historical Reports and Historical Payslips feature quicker and easier to use as well as easier to find

### Benefits to the Customer

- **Quicker** – we have made the Historical Reports feature quicker to access and more obvious for the user by adding a 2 Quick Links to Reprinting Historical Payslips and Historical Reports on the main Payroll stacked toolbar.
- **Simple** – we have made the criteria to produce Historical Payslips and Reports much more simple and intuitive with fewer clicks involved.

## NEW Include Company Name in Backup Filename

One of the most requested features from customers using multi company payroll is to be able to differentiate company backups to limit the possibility of overwriting backups from one company with another.

In previous versions it is not uncommon for customers to overwrite their backups from different companies, which can cause them to restore the wrong backups into the wrong companies and even potentially data loss.

In Sage 50 Payroll 2010, when you take a backup it will now automatically include the Company Name within the default file name to avoid this problem occurring.

### Benefits to the Customer

- Peace of mind that your data will not get overwritten in error
- Quicker and easier to find the backup you need

## NEW Salary Review Forecasting by Employee Groups

Salary Review Forecast became available across the payroll range last year. It is a very useful feature especially in these cost conscious times. Employee Groups was also introduced into Payroll 2009 and enables you to group employees together e.g. full time, part time etc. Since the introduction of Employee Groups we've had lots of requests from customers wanting to use forecast by Employee Groups.

In Sage 50 Payroll 2010 you can now simply and quickly forecast costs to your business by part timers, specific projects etc.

<b>Payroll Features available in all Payroll modules</b>	<b>Version Released</b>
Employer Compliance Payroll Reports	Version 12
Historical reporting by financial year	Version 12
Excel integrated reporting	Version 12
Document Manager	Version 12
New Factored Pay Elements	Version 2007
Holiday Management	Version 2007
Final Pay' for Leavers	Version 2007
Improved Nominal Links	Version 2007
Written Statement of Employment Particulars	Version 2008
Management of Employees on Minimum Wage	Version 2008
Electronic Payslips Generation	Version 2008
Security for electronic payslips	Version 2009
Advanced Data Import	Version 2009
Employee Groups	Version 2009
Salary Review Forecast - (New to Standard)	Version 2009
<b>New - Sagecover Services Stack</b>	<b>Version 2010</b>
<b>New - Internet Submission Log</b>	<b>Version 2010</b>
<b>New - Date Specific NI Legislation</b>	<b>Version 2010</b>
<b>New - Quick Statutory Payments Entry</b>	<b>Version 2010</b>
<b>Improved - Historical reporting</b>	<b>Version 2010</b>
<b>New - Include Company name in Backup file name</b>	<b>Version 2010</b>
<b>Improved - Salary Review Forecast by Employee Groups</b>	<b>Version 2010</b>

Sage (UK) Limited  
North Park  
Newcastle upon Tyne  
NE13 9AA

Tel 0845 111 77 33  
Fax 0845 245 0297  
www.sage.co.uk

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