

Apprentice Information Systems, Inc.

Computer Solutions for the Next Generation

From: Apprentice Information Systems, INC

Date: November 1, 2015

To: County Clerk's Office

Pages: 2

Below you will find a list of changes up to this newest Payroll release. As always, please let us know if you have any questions, concerns, or other feedback!

Release Notes – Payroll Apprentice Version 4.1.1.16 11/01/2015

New Additions:

- The biggest addition is a “behind the scenes” addition that addresses data integrity. Any data that has a lookup table association, such as a Fund, Line Item, Tax Table, etc, will be verified against the lookup table. Any data that should not be duplicated, such as an Employee ID, will not be allowed in the system. Validation on decimal places and negative numbers has also been added.
- Employee Maintenance – On saving information, all warnings will show at one time instead of individually.
- Employee Maintenance – On saving information, all errors will show at one time instead of individually.
- The Employee Maintenance form now has validation on direct deposit routing numbers and transaction codes.
- The Employee Maintenance form now has validation on Workers Comp codes.
- The Employee Maintenance form now has validation on Census Position codes.
- On adding a new employee, the Employee ID will default to the next available number.
- When entering a new Charge Out from Employee Maintenance, the fund will automatically be filled from the employee's default fund. The Account number search will default to the first account for the employee's primary office.
- The Employee Maintenance – Charge Out – Account search will only display account ranges in the Personal Services range (1001 – 1999).
- The listing of employees on the Employee Maintenance screen can now filter out any employee who is not Active. The default setting for this can be configured under Maintenance – System Control – General Control.

- A default pay frequency configuration has been added to the Maintenance – System Control – General Control screen. Once set up, this default frequency will be used when entering new employees and when entering new payroll batches.
- Added warning on invalid characters in the Direct Deposit bank account.

Fixes:

- Fixed Fund display cut-off on the Employee Maintenance report.
- Fixed Rate display cut-off on the Employee Deduction Report.
- Fixed Account number display cut-off on the Employee Direct Deposit Report.
- Fixed the Retirement Form report Excel creation – missing fields.