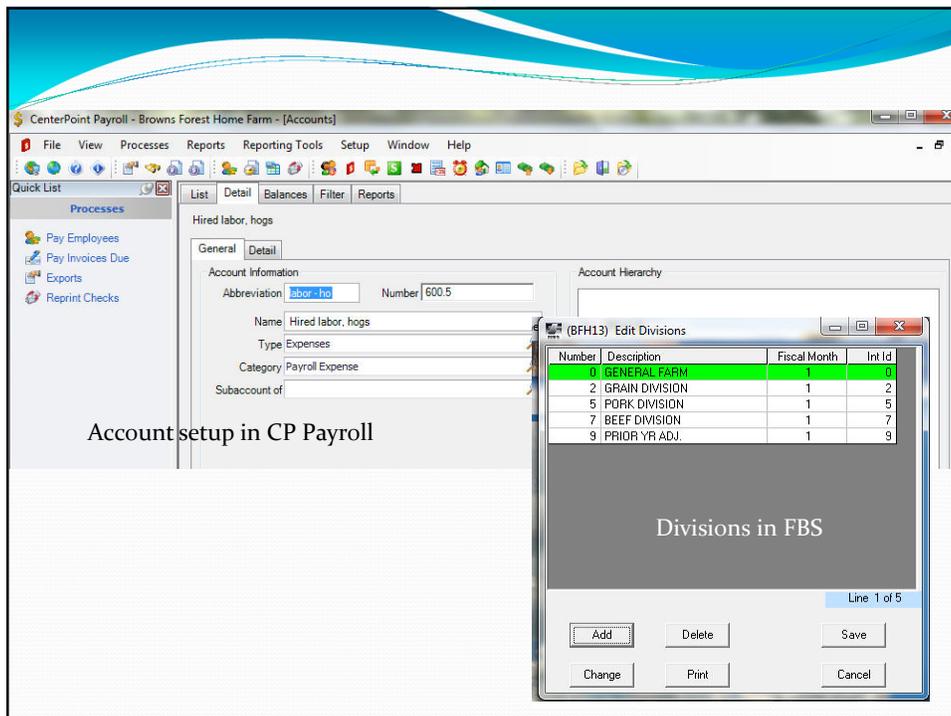
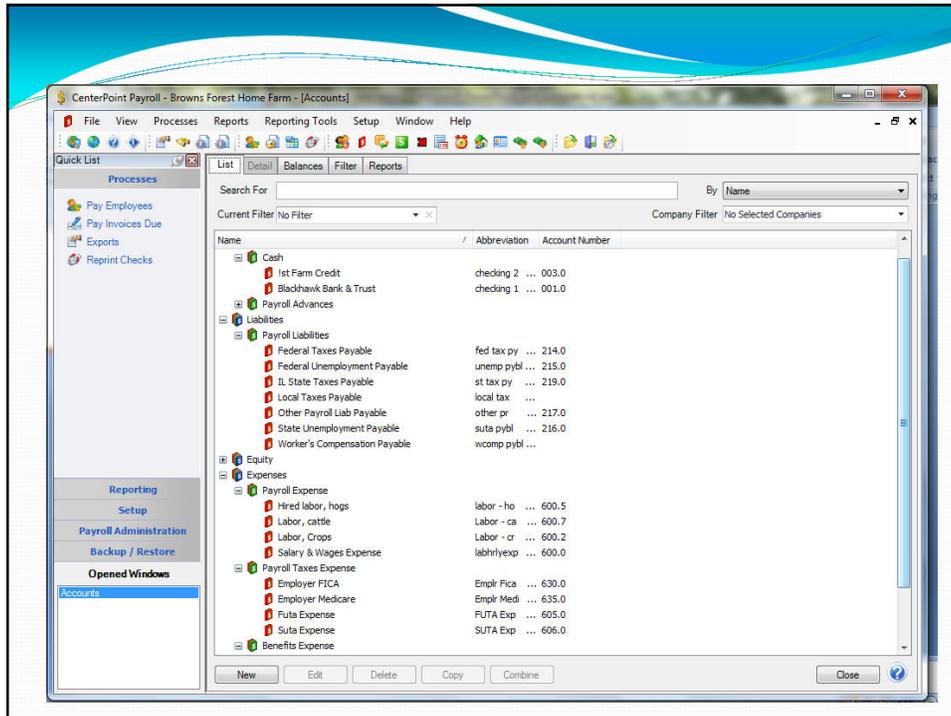


FBS – CP Payroll Integration

Cheryl Brown

Payroll (Ledger) Account Setup

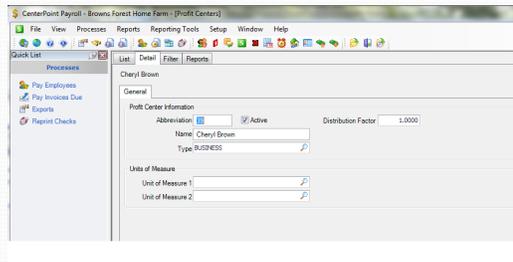
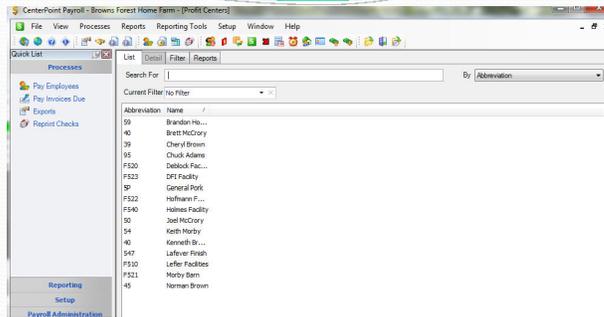
- Edit the basic default ledger accounts in CP Payroll to match your FBS TransAction Plus ledger accounts. You may add more accounts as needed for payroll expenses, payroll tax expenses, payroll liabilities, and other payroll benefits and deductions at any time.
- You will need a payroll expense ledger account for each division in FBS that payroll may be assigned to. Example 600.0, 600.2, 600.5, 600.7 for divisions 0, 2, 5, and 7.



Setup Profit Centers

Add any profit centers in CP Payroll that you want to track payroll expense to in TransAction Plus. Example: Employees or Facilities.

CP Payroll Profit Centers = FBS Cost/Profit Centers

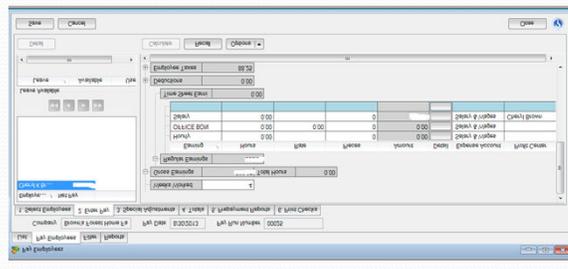
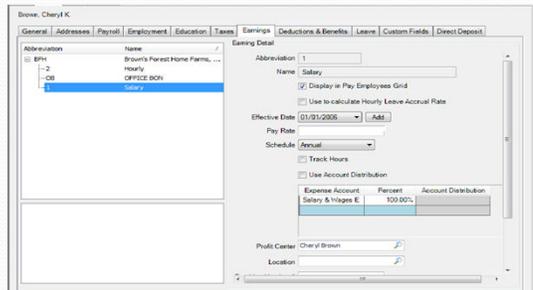


Profit Center Assignments to Labor

❖ Employee Earnings Setup

OR

❖ Entering Employee pay



CP Payroll Export to FBS

- ❖ FBS Export on the CP Export menu
- ❖ Export Payroll to your TA+ data folder

| Transaction Number | Account Number | Date | Description | Hours | Amount/Hours | Employee Abbreviation | Profit Center Abbreviation |
|--------------------|----------------|----------|----------------------|-------|--------------|-----------------------|----------------------------|
| 602.0 | 602.0 | 08/20/13 | Brown, Cheryl K | 0.00 | (7.75) | CHERYL | |
| 214.0 | 214.0 | 08/20/13 | Brown, Cheryl K | 0.00 | (7.75) | CHERYL | |
| 218.0 | 218.0 | 08/20/13 | Brown, Cheryl K | 0.00 | (7.75) | CHERYL | |
| 600.0 | 600.0 | 08/20/13 | Brown, Cheryl K | 0.00 | (7.75) | CHERYL | 39 |
| 214.0 | 214.0 | 08/20/13 | Federal Taxes Paid | 0.00 | (38.25) | | |
| 218.0 | 218.0 | 08/20/13 | Federal Unemployment | 0.00 | (0.85) | | |
| 214.0 | 214.0 | 08/20/13 | State Unemployment | 0.00 | (2.75) | | |
| 600.0 | 600.0 | 08/20/13 | FUTA Expense | 0.00 | 3.00 | | 39 |
| 600.0 | 600.0 | 08/20/13 | SUTA Expense | 0.00 | 2.75 | | 39 |
| 600.0 | 600.0 | 08/20/13 | Employer FICA | 0.00 | 31.00 | | 39 |
| 600.0 | 600.0 | 08/20/13 | Employer Medicare | 0.00 | 7.25 | | 39 |

- ❖ Preview of data to be exported
- ❖ Note ledger accounts with division decimal and profit center number.

Import Payroll into FBS Transaction Plus

NEW: View the FBS User Conference updated agenda.
 >>> Still time to register for the User Conference, August 28-29, Moline, Illinois.<<<
 Read the new August Farm Smart Newsletter.

- ❖ Input > General
- ❖ Payroll Checks and Journal Entry