



SAGE Knowledge Base

Setting Allow GL Accrual Posting



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Business Partner **Professional**

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1. Setup GL Accrual Options

S Payroll Options

1. Main 2. Additional 3. Integrate 4. Forms 5. Direct Deposit

Require Departments in Payroll ☒

Require Multiple State or Local Earnings Entry ☒

Default State Tax Code

Require Local Tax Reporting ☐

Default Local Tax Code

Retain Year to Date Check History ☒

Retain Perpetual Payroll History ☒

Allow G/L Accrual Postings ☒

Consolidate Payroll Expense Postings ☒

Summarize Taxes on Check Stubs ☒

Current Processing Year

Current Quarter

Hours in a Work Year

Tip Allocation Rate

Minimum Hourly Wage

Implement Qualified Employee Reporting ☐

Years to Retain eFiling Check History

Accept Cancel

Check this box to require assignment of Departments M90 ABC 5/6/2020

S P/R Department Maintenance

Department Number Description Deductions Security...

1. Main 2. Earnings

Payroll Expense Accounts

Standard Payroll	600-01-01	Driver payroll - East
Employer FICA	610-01-01	Payroll taxes - East
Employer Medicare	610-01-01	Payroll taxes - East
Fed. Unemployment Ins.	630-01-01	Insurance - East
State Unemployment Ins.	630-01-01	Insurance - East
Workers' Compensation	630-01-01	Insurance - East

Expense and Accrual Allocation

Accrue Wage Expense ☒ Accrue Tax Expense ☒ Accrue Tax Accruals ☐

Payroll Accrual Account Accrued payroll

Benefit Accrual Accounts

Vacation Liability	
Vacation Expense	
Sick Liability	
Sick Expense	
Other Liability	
Other Expense	

Accept Cancel Delete

M90 ABC 5/6/2020

2. Proceso normal de entrada de data de nómina e impresión de reportes.

S Payroll Data Entry Audit Report

ABC Distribution and Service Corp.

PAYROLL DATA ENTRY AUDIT REPORT

DETAIL OPTION

DEPARTMENT NO: 13 EAST - DRIVERS

EMPLOYEE NUMBER	ENT NO.	NAME	CODE DESCRIPTION	ST	LOC	W/C	DP LABOR CODE	RATE	HOURS	AMOUNT
0000012	1	Rodriguez, Jose A								
			E 01 Regular	PR			13	12.500	80.00	1,000.00
										CHECK AMOUNT: 884.15
									80.00	1,000.00
										EARNINGS TOTAL: 1,000.00
			FED F.I.C.A.							62.00
			FED MEDICARE W/H							14.50
			PR STATE WITHHOLDING							36.35
			PR STATE DISABILITY INS.							3.00
										TAX TOTAL: 115.85

3. Luego de la impresión de cheques y continuar con el *Payroll Check Register* el sistema computa el porciento a distribuir entre ambos meses.

S Payroll Expense and Tax Accrual

The General Ledger Period Ending Date is 05/31/2016

The Payroll Posting Date is 05/06/2020

The Pay Period is 04/23/2020 Through 05/06/2020

The Accrual Date for Wage Expense and Taxes is 04/30/2020

Percentage to be Accrued 57.14%

Proceed Cancel ?

M90 ABC 5/6/2020

4. El *Check Register* refleja el por ciento a distribuir y al periodo al cual lo va a postear.

S Check Register

ABC Distribution and Service Corp.

CHECK REGISTER REGISTER NO: PR-0003

BANK CODE: B - Wells Fargo Payroll

ACCRUAL SYSTEM DATE: 04/30/20 ACCRUAL PERCENTAGE: 57.14%

CHECK NUMBER	CHECK DATE	EMPLOYEE NUMBER	#	NAME	CHECK AMOUNT	GROSS EARNINGS	FED W/H	FICA W/H	MEDICARE W/H	STATE W/H	OTHER TAX	OTHER DED
004044	05/06/20	13-0000012	1	Rodriguez, Jose A	884.15	1,000.00	.00	62.00	14.50	36.35	3.00	.00
BANK CODE B TOTAL - MANUAL:					0	.00	.00	.00	.00	.00	.00	.00
PRINTED:					1	884.15	1,000.00	.00	62.00	14.50	36.35	3.00
DIRECT DEPOSIT:					0	.00						
TOTAL:					1	884.15	1,000.00	.00	62.00	14.50	36.35	3.00
REPORT TOTAL - MANUAL:					0	.00	.00	.00	.00	.00	.00	.00
PRINTED:					1	884.15	1,000.00	.00	62.00	14.50	36.35	3.00
DIRECT DEPOSIT:					0	.00						
TOTAL:					1	884.15	1,000.00	.00	62.00	14.50	36.35	3.00

5. Luego el proceso continuo como de costumbre.

S Sage 100

Do you want to update the Check Register?

S Sage 100

Do you want to print a Daily Transaction Register?

6. En el *Daily Transaction* presenta como se hizo la distribución de los gastos correspondiente al mes anterior, y el gasto al mes corriente.

Daily Transaction Register				ABC Distribution and Service Corp. (ABC)	
Postings For: 4/30/2020					
Source Journal	Account Number	Account Description/Posting Comment	Debit		dit
PR-000003	210-00-00	Accrued payroll P/R PAYROLL JOURNAL - 05/06/20			618.55
	600-01-01	Driver payroll - East P/R PAYROLL JOURNAL - 05/06/20	571.40		
	610-01-01	Payroll taxes - East P/R PAYROLL JOURNAL - 05/06/20	43.72		
	630-01-01	Insurance - East P/R PAYROLL JOURNAL - 05/06/20	3.43		
Journal 000003 Totals:			618.55		618.55
Source PR Totals:			618.55		618.55
4/30/2020 Totals:			618.55		618.55
Postings For: 5/6/2020					
Source Journal	Account Number	Account Description/Posting Comment	Debit		Credit
PR-000003	101-02-00	Cash in bank - payroll P/R PAYROLL JOURNAL - 05/06/20			884.15
	210-00-00	Accrued payroll P/R PAYROLL JOURNAL - 05/06/20	618.55		
	225-01-00	F.I.C.A. taxes payable P/R PAYROLL JOURNAL - 05/06/20			153.00
	225-03-00	State tax withheld P/R PAYROLL JOURNAL - 05/06/20			36.35
	225-04-00	City tax withheld P/R PAYROLL JOURNAL - 05/06/20			3.00
	230-01-00	Accrued federal employment P/R PAYROLL JOURNAL - 05/06/20			6.00
	600-01-01	Driver payroll - East P/R PAYROLL JOURNAL - 05/06/20	428.60		
	610-01-01	Payroll taxes - East P/R PAYROLL JOURNAL - 05/06/20	32.78		
	630-01-01	Insurance - East P/R PAYROLL JOURNAL - 05/06/20	2.57		
Journal 000003 Totals:			1,082.50		1,082.50
Source PR Totals:			1,082.50		1,082.50
5/6/2020 Totals:			1,082.50		1,082.50
Report Totals:			1,701.05		1,701.05

Gasto de nómina:

Abril mayo Gasto Nómina

$$(\$571.40 + 428.60 = \$1,000.00) \text{ ó } (\$1,000.00 * 57.14\% = \$571.40)$$