

Friday, May 6th, 2022

New isolved release: version 8.08

Highlights

isolved version 8.08 includes the addition of the NY LS 55 Employee Notice form, Payroll Processing enhancements, and Time Card updates.

HR

• An additional pay rate wage notice has been added for New York LS 55

Payroll Processing

• Enchantment made to prevent additions or changes while payroll is processing

Time

• Time Card updates



HR

The New York LS 55 Pay Notice

This notice is now available under the list of templates for Client Notices

A new wage notice has been added as part of the continued commitment to support wage notice requirements and allows the ability for employees to electronically review and sign the notice.

Notice and Acknowledgement of Pay Rate and Payday Under Section 195.1 of the New York State Labor Law Notice for Multiple Hourly Rate Employees LS 55 is a blank work agreement that contains all of the fields that employers must include to notify each employee in writing of conditions of employment at time of commitment to hire. This agreement must be completed to comply with the Wage Theft Prevention Act.

1. Employer Information	 Employee's rate(s) of pay for each type of work or shift; 	 Employee Acknowledgement: On this day I have been notified of my pay rate.
Name:	S per hour for S per hour for S per hour for	overtime tate (if eligible), allowances, and designated payday on the date given below. I told my employer what my primary language is.
Doing Business As (DBA) name(s):	4. Allowances taken:	Check one: I have been given this pay notice in English because it is my primary language.
FEIN (optional):	Mealsper meal Lodging Other 5. Regular payday:	My primary language is I have been given this pay notice in English only, because the Department of Labor does not yet offer a pay notice form in my primary language.
Physical Address:	6. Pay is:	Print Employee's Name
Mailing Address:	Bi-weekly Other 7. Overtime Pay Rate(s) for each type of work or shift:	Employee's Signature
Phone:	This must be at least 1½ times the worker's weighted average of the multiple rates of pay for the week, with few exceptions. The weighted	Date Preparer's Name and Title
2. Notice given:	average is the total regular pay divided by the total hours worked in the week. The overtime rate may vary from week to week depending on how many hours you worked at each rate of pay. The overtime rate may vary from week to	The employee must receive a signed copy of this form. The employer must keep the original for 6 years.
Before a change in pay rate(s), allowances claimed or payday	week.	Please note: It is unlawful for an employee to be paid less than an employee of the opposite sex for equal work. Employers also may not prohibit employees from discussing wages with their co-workers.

For more information, please visit the <u>NY DOL website</u>.

To configure this new form, contact your Payroll Specialist and request the **Client Wage Notice Management** role.



Payroll Processing

Enchantment to prevent changes during payroll processing

New message will appear if payroll processing is in progress

For clients who have multiple people able to update and process payroll, functionality has been added to prevent changes in the system when a payroll is being processed.

Users are now prevented from making additions or changes in the **Individual Time Entry** or **Time Entry Grid** screens while a payroll is processing. You will see the following message "The current payroll has started the 'Process Payroll' and changes are no longer allowed for the payroll. Please refresh the screen to make changes for the next payroll"

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Individual Time Entry	Alabama, Allen M	Salary 2500.00		100.00									
Visit Thest Party Checks	Alabama, Adam Maurice	Salary 2500.00		8.40									
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REPORTING	Arzona, Allen Philip	Salary 25/D-00	0	6.00									
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PEOP PETE	California, Calife Ann	Salary 7500.00		6.00									
SECURITY	California, Catherine M.	Salary 7500.06		6.00									
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	Distantic Columbia Do.	Salary 2500.00	0	8.99									
TAX FILING MANAGEMENT	Delaware, Donna Arm	Salary 2500.00		0.00									
	Delaware, Dellah Arm	Salary 2500.00		8.00									

Time

Time Card and Time Card Adjustments Rules Screen Updates

Updates have been made to accommodate Units

The Time Card Adjustment Rules and Time Card screens have been updated to accommodate "Accumulate Units" introduced in <u>Release version 8.04</u>.

Time Card Adjustment Rules:

• Changed labeling from "Allow Hrs" to "Allow Hrs/Units"



Time Card:

• Displays earning in the earning summary with carrot symbol as is displayed in payroll. "Do not include Units in total Time Card hours calculation."

Adjustment Rule N	ame				
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Employees Paid: Live Checks: Vouchers:	10 6 4	Voids/Manuals Included: None Check Numbers: 0 - 0 Direct Deposit Vouchers: -					
Earnings	Rate	Hrs/Units	Dollars	YTD Hrs/Units	YTD Dollars		
Regular		880.00	54,959.08	2,960.00	137,546.41		
Make Up Tips Pd		0.00	77.92	0.00	155.84		
EE Business Exp**		0.00	0.00	0.00	21.06		
Medical ER*		0.00	1,300.00	0.00	2,550.00		
Profit Sharing*		0.00	1,562.83	0.00	3,735.83		
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	Totals:	880.00	55,057.00	2,960.00	137,743.31		

If you have earnings that should be marked as unit pay, contact your Payroll Specialist.

Contact your Payroll Specialist if you have any questions about the updates in isolved version 8.07