

Product Profile: Earnie IQ



In a crowded marketplace – with many hundreds of potential suppliers jostling for your business – we need to make sure that we stand out as your number one supplier of choice. This is why we make the following five commitments...



Speed and Flexibility

Earnie IQ's specially designed structure means large organizations with lots of employees can access their high levels of data quickly and easily. Similarly multi-user sites have quick and efficient access to their payroll information saving you time and money.

With unrivalled ease of use EARNIE IQ offers the functionality and flexibility you can expect from a leading payroll provider. A client/ server product, it has been written from scratch to gain the maximum benefit possible from the most up-to-date architecture available. The current version uses a SQL database designed to ensure even the largest companies can access their data quickly and easily. Other database versions will be available soon.

INFO IN ... easily

Timesheet IQ is the new time sheet entry module, specially designed for use with EARNIE IQ. Speed up the processing of your payroll by entering your time sheets straight into this module directly from other offices and sites. Data entry is simple and fast, especially if you customize the screens to suit the way your company works.

INFO OUT ... easily

Reporting from EARNIE IQ is also quick and easy thanks to many new features:

- ▶ Setting up the Company Structure in EARNIE IQ means you can print management reports easily.
- ▶ Using formulas in the Quick Report Writer can produce sophisticated, customized reports.
- ▶ All reports are as flexible as you want them to be. You can define up to 10 levels of analysis and when printing your reports you can choose any three of these as sorting criteria.

Reporting

The key management requirement of the payroll department is to provide accurate data in a timely fashion and in a useful format. That is why EARNIE IQ has a library full of standard reports, most of which have been developed thanks to listening to our extensive customer base of over 8000 companies. However, every company has their own needs which is where the two report writers come into use:

The Quick Report Writer allows you to design and print simple summary reports in minutes. For more control over the design element of the report and further analysis you can use the Crystal Report Writer.

EARNIE IQ offers the functionality and flexibility you can expect from a leading payroll provider

Integration

As specialists in business systems integration, Sapphire knows how important it is for EARNIE IQ to link to as many other software packages as possible:

- ▶ Financials
- ▶ BACS
- ▶ Human Resources
- ▶ Time & Attendance
- ▶ .. and others

There are many standard links and the general links are so flexible we can accommodate nearly any other software you use. In fact Intex are the recommended payroll provider for many leading accounts and HR products.

Planning Implementation

Planning Services have been specially developed in response to the needs of EARNIE IQ customers. Offering peace of mind this service concentrates on building a timetable for the implementation of the payroll. A detailed consultation will identify:

- ▶ What should be prepared and for when
- ▶ Who needs to be available and why
- ▶ Which services are needed to complete the implementation

Installation and Training

It is recommended that EARNIE IQ is implemented by one of our accredited installation experts. They will be able to insure your set-up is both efficient and effective while taking into account your current payroll practices. You can take advantage of their knowledge and experience to see how other companies have taken their payroll forward. Telephone hotline support is also recommended for all installations.

Available Services

Sapphire's services don't just cover implementation and training though. In fact we can help you with any aspect of your payroll:

- ▶ Consultancy
- ▶ Planning Implementation
- ▶ Installation
- ▶ Data Conversion
- ▶ Software Configuration
- ▶ Data Import
- ▶ Training
- ▶ Report Writing
- ▶ On-site Support
- ▶ Integrating & Connecting EARNIE
- ▶ Year-end Service
- ▶ Emergency Payroll Cover
- ▶ Refresher Courses
- ▶ Classroom Courses

multi-user sites have quick and efficient access to their payroll information saving you time and money.

Software Features

General

- ▶ Single or multi-user
- ▶ Full security down to field level
- ▶ Backup and restore utilities
- ▶ Up to 25 user-definable fields - notepads, dates, etc.
- ▶ Net-to-Gross facility (including by single item)
- ▶ On-line help
- ▶ Audit trail for payroll changes

Links

- ▶ Data import routines
- ▶ Data export facility
- ▶ Easy links to Accounts, BACS, Time & Attendance and Human Resources systems
- ▶ Standard links to Excel, Word and Lotus
- ▶ Links to the Government Gateway for Internet Services

Company

- ▶ Unlimited companies (optional module)
- ▶ Configurable organization structure
- ▶ Copy company
- ▶ Bulk tax code changes
- ▶ Multiple bank accounts
- ▶ Configurable payroll calendar

Employees


- ▶ Unlimited number of employees (licence dependent)
- ▶ Employee templates
- ▶ Weekly, fortnightly, 4-weekly, monthly and quarterly paid
- ▶ Holiday pay facility
- ▶ Part payment for starters and leavers
- ▶ Calculation checkers for tax and NI
- ▶ Overrule calculated figures
- ▶ Multiple bank accounts

Payments/Deductions

- ▶ 999 Payments/Deductions (not including tax, NI, SSP, SMP, etc)
- ▶ Comprehensive Payment/Deduction formulas
- ▶ Unlimited rates of pay
- ▶ Full SSP, SMP, SAP and SPP calculation
- ▶ Multiple AEOs including Priority Orders
- ▶ Council Tax AEOs
- ▶ Director's NI
- ▶ Backdated NI calculations
- ▶ Pension calculations including Stakeholder Pensions
- ▶ Tax Credits and Student Loans



Need More Information?

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Reports

- ▶ Library of pre-designed reports
- ▶ Up to 10 definable analysis levels
- ▶ Multi-level sorting on reports
- ▶ Departmental and cost centre reporting
- ▶ Easy to use Quick Report Writer
- ▶ P30, P45, P46, P35(cs), P14, P60 reports
- ▶ Print P45 in batch
- ▶ Reprint payslips and summaries from past years
- ▶ Print P11 and other multi-period reports
- ▶ Batch printing of payslips, summaries etc.
- ▶ Year-end returns on Magnetic Media or via the Internet

History

- ▶ Up to 9 years history can be held
- ▶ Drill-Down' on many items to see how they are made up e.g. gross-to-date, tax code etc.

Diary

- ▶ Hold information on user-definable events e.g. training mdays or jury service
- ▶ Set 'Reminders' e.g. to pay a Christmas bonus or print a pension report
- ▶ Set 'Actions' to happen at a future date e.g. to increase someone's salary or change their tax code

Costing Facility

- ▶ Split the cost of an employee over more than one cost centre
- ▶ Reproduce costing information for any period
- ▶ Detailed posting to accounts, down to employee level if required

Timesheet IQ

- ▶ Single or multi user
- ▶ Quick method of data entry
- ▶ Remote entry of data from multiple sites
- ▶ Customizable input screens
- ▶ Data entry for future pay periods
- ▶ Enter multiple cost centre payments for an individual employee

For more information on Earnie Payroll or any of Sapphire's other solutions and services, please contact our Product Advisory Team on 020 7648 2000 or email us at info@sapphiresystems.co.uk