MYOB®

Product Feature Summary

	MYOB Payroll
Easy to set up and access help	●
Simplified Payroll Process	●
Multiple pay frequencies	●
Multiple rates of pay	●
Definable payroll components	●
More than 50 reports	●
Autopay Feature	●
Audit Trail	●
Multiple Child Relief Option (Malaysia only)	●
Leave Management	●
Employee Database Management	●
Links with Microsoft Office	●
Provides for Compulsory Statutory Forms	●
Password protection	●
Tracks Employee Salary History	●
Provides for monthly salary, EPF/CPF, SOCSO and PCB submission via diskette	●

International Award Winner Software.

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pc world 98 awards

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PC WORLD

BEST BUY COMPUTER SHOPPER

M.A.R.C 2006 Business Of The Year Award Winner

MYOB products are consistently recognised by our customers and the experts as the best solutions year after year.

Recommended system requirements

Installation:

- 200MHz Intel Pentium® processor (or equivalent) with at least 64MB RAM
- Windows XP or Windows Vista
- 200MB of Hard disk space and 35MB additional disk space for each company file
- 16-bit colour, 1024x768 screen resolution
- CD-Rom Drive
- Windows-compatible printer
- Windows-compatible mouse or pointing device

Some features require:

- Internet access
- Microsoft® Internet Explorer 5.5 or above

For more information, please contact

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MYOB®

Mind Your Own Business.

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The easy way to manage your payroll

- Powerful and easy to use
- Simplified and flexible payroll process
- Comprehensive reports at your fingertips

Payroll

As your business or organisation grows, managing your payroll can become very complex, very quickly. Not only do you have to deal with employees expecting their pays on time and error-free, but you also have more employer obligations, a myriad of tax rates, and endless paperwork to contend with.

MYOB Payroll gives you the power to process even the most complex of payrolls, in just minutes.
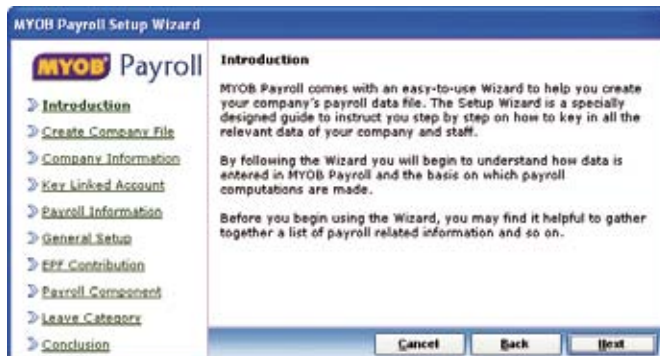
MYOB Payroll generates all the reports you need to keep management happy, ensures you're paying staff the correct amount as well as keeping up date with all the latest tax requirements, effortlessly.

Powerful and easy to use

MYOB Payroll has been designed with the same easy-to-use elements pioneered by the award winning MYOB Accounting, without compromising on the flexible and powerful features you would expect from a powerful payroll system.

Get Started Fast

The MYOB Payroll setup wizard quickly guides you through the process of setting up your payroll. By answering the plain-English questions, your payroll will be quickly and accurately setup in MYOB Payroll. The Command Centre puts payroll at your fingertips through a series of easy to follow graphic flowcharts. From the Command Centre, you can access any part of the payroll process in MYOB Payroll.

Flexible, comprehensive reports at your fingertips

With access to over 50 flexible reports (for each country), MYOB Payroll provides you the flexibility of selecting records to be printed in each report. You can view payslips, monthly reports on tax, earnings and deductions and also summary reports. You have the option to view reports on screen, send to printer or export them to disk for use in spreadsheets, other databases or email.

Reports you will be able to generate includes:

• Payroll reports – staff payroll ledger, payslips, payroll register, payroll listing and payment advice

• Statutory reports (which includes taxation and other reports to be submitted to the statutory authorities) – monthly remittance report (eg. CP39, Borang A, Borang 8A, CPF payment advice, etc.) and yearly report (eg. CP159, EA form and IR8A) printed in the format which conform to the country specific requirement

• Human resource reports – staff details, anniversary listing (showing anniversary of birthdays or service years), leave balance summary, leave transaction summary and staff listing by department

• Office link reports – standard letters in word document which can be customised by user and printed with employee's information using the office link function

• Audit trail report

Simplified and flexible payroll process

MYOB Payroll gives you the flexibility and variety for you to manage multiple payroll frequencies and multiple rates of pay.

MYOB Payroll supports any combination of fortnightly and monthly pay periods with the flexibility of defining formulas for various payroll components.

MYOB Payroll tracks and manages your employee records, earnings and deductions.

It accommodates any combination of incomes, deductions and benefits, which can be set for one time or customised for specific staff. It also handles multiple child relief option (Malaysia only).

In addition to year-to-date totals, MYOB Payroll keeps the payslip information for every payslip ever issued through the system.

This is especially useful for audit and reporting purposes.

AutoPay submission, updates and patches

MYOB Payroll AutoPay function enables easy crediting of salary and payment to statutory authorities via generation of a disk file.

This ensures timely and accuracy payment.