To find out why so many Irish customers choose Sage payroll solutions, contact your local Business Partner:

Get a grip on your Payroll with
Sage Micropay Professional

POWER TO RUN YOUR BUSINESS

sage Micropay Professional
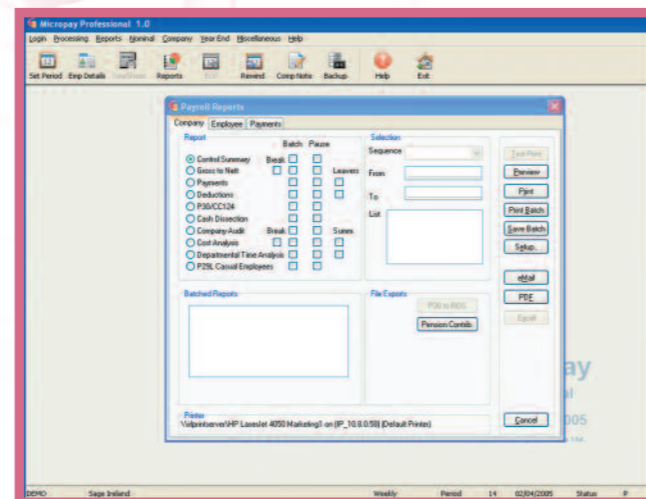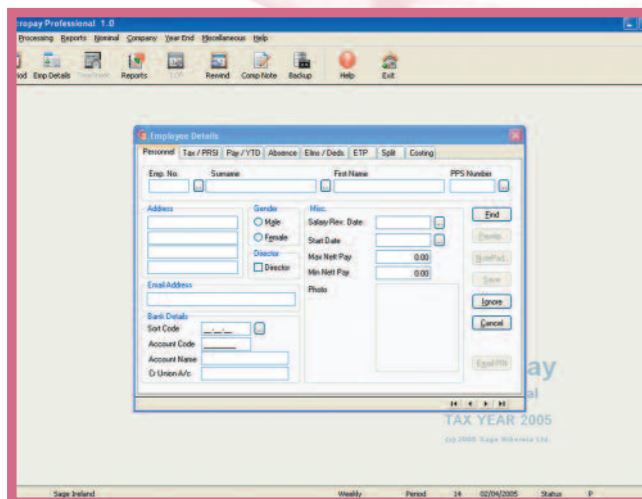
POWER TO RUN YOUR BUSINESS

sage

# Micropay Professional

At Sage we recognise that payroll is becoming a more complex area. With continuous updates, regulation and assessments from the Revenue as well as requests from employees, it is essential to have a flexible payroll system that prepares you for every eventuality.

Sage Micropay Professional is a sophisticated yet easy-to-use payroll designed to address the needs of medium to large-sized Irish businesses. Harnessing the latest technologies, Micropay Professional is highly customisable, with the flexibility to handle advanced reporting while taking care of all Irish Revenue requirements - including PRSA and Benefit in Kind (BIK).

Sage has worked closely with our Business Partners to develop this exciting payroll solution which also promises an extensive product development roadmap. Your local Sage Business Partner is available to visit you on-site to discuss your payroll needs and any training, stationery and support requirements you may have.

## The table below highlights the key benefits of Micropay Professional

| Payroll description | Explanation | Benefit |
| --- | --- | --- |
| 32 Bit Product | 32 Bit Technology. | Allows your payroll to run with Windows XP and future technologies. |
| ROS (Revenue Online Service) | Submission of Revenue returns on the web. | Faster & more efficient way to submit returns. Also compulsory in 2006 for P35s to be returned through their website. |
| Emailing of Payslips* | Electronic distribution of payslips. | Easy, convenient method of distributing payslips for staff off site. |
| Excel Integration | Transfer of data from your payroll to Excel. | Facilitates further analysis and breakdown of information e.g. costs. |
| PDF Integration | Files/reports are easily converted to PDF. | Added security as files/reports in PDF format cannot be altered if circulated to others. |
| Modern New Interface | Micropay Professional utilises a more modern user interface. | Users will find Micropay Professional more appealing and easier to use by the introduction of a more modern user interface. |
| Multi-user Functionality | Allow 2 or more operators to access records within the payroll. | More flexible. |
| Nominal Link* | Creates a journal within the payroll allowing the operator to link directly to Sage Accounting. | Time saving feature that cuts down on manual calculations. |
| Free Additional Modules | Advanced Report Writer, Split Nett Pay, Interim Paypath, Job Costing*, Timesheet Import* etc. | Extra functionality at no extra cost. |
| User Friendly Payroll Processing | Micropay Professional has been updated extensively to make it easier for the operator to perform their tasks. | Quicker and more efficient payroll system. |
| Credit Union Payments | Bank of Ireland will transfer a part or full portion of an employee's salary to their credit union account. | Additional service to the employee with very little set-up or maintenance. |
| BIK Recalculation | If the employee has over/under paid the payroll operator can tell very quickly what the consequences to the employee are. | No manual calculation required. |
| BIK Rollover | Reminder to the operator that the employee is still due to pay their BIK. | More intuitive payroll system. |
| Period Archive | Allowing you to view, report & change archived/previous periods. | Easy access to previous periods without the hassle of restoring. |
| Company Consolidation | Link multiple companies for reporting purposes. | No manual calculations required. |
| Editable Tax & PRSI Tables | Immediate access to change the tables if required at year end. | More flexible. |
| Bonus Run | Allow an extra payment to employees without running an extra pay period. | Easier, more efficient and flexible. |
| Calendar - Tax Year | The Financial and Tax Year may be different. | Cleardown totals for the financial year as opposed to the Tax Year. |
| Company & Employee Notepad | Notes can be maintained on company and employee records. | Provides an audit at company or employee level. |
| Employee Profiles | A way of grouping employees with common elements. | Changes can be made at one level therefore more efficient when employees need to be maintained. |
| Unlimited Cost Centres, Departments & Location Codes | A way of breaking down payroll information and employees. | Further analysis of data. |
| Standard Hours At Company Level | Set-up of standard hours in one place. | Generic change at one level can be achieved. |
| Salary Review Date | Reminder of a salary change for an employee. | More intuitive system. |
| Employee Photo | Holds a passport size picture of every employee. | Added security - an additional feature for larger companies. |
| User Definable Payslips | Changes, per company, can be made to the payslips. | Creates a more bespoke payslip. |
| Absence Report | Report when employees have been away from job. | Added traceability and less manual calculations required. |
| Mulitple Pensions & PRSAs | More than one pension provider can be maintained. | No restriction to one pension provider. |

*Please note these modules are only available free in Micropay Professional for a limited trial period and will be chargeable from your next payroll contract renewal date.