

Payroll

The ACS Payroll module can help you easily manage payroll procedures for your organization.

With ACS Payroll, you can:

- Track all [employee](#) information including [vacation and sick time](#), regular pay, sick pay, and overtime.
- Pay via [printed checks](#) or use the Direct Deposit feature - [ACH format](#) - to provide the option of electronically depositing payroll checks for employees who choose to participate.
- Print [W-2s](#), [941s](#), and [other payroll reports](#), such as the [Time Sheet Journal](#) (a listing of employee hours, their jobs, and date), [Payroll Journal](#) (provides total gross wages, a listing of deductions, FICA, State and Federal Income Tax, Medicare, etc.), and [Check Register Journal](#).
- [Enter time sheets](#) for each employee and set up payroll tax adjustments in addition to customized additions, deductions or contributions.
- [Post payroll automatically to General Ledger](#) in detail or summary.
- [Perform voiding functions](#) for checks that have been written using ACS as well as void and [issue manual checks](#).
- View [annual updates](#) to keep your payroll tax schedules up to date with federal and state requirements.

Using this Guide



If you're new to ACS Payroll, you might find the [ACS Payroll - Startup Outline](#) and [Setting up the Payroll Module](#) information helpful.

Current users may want to revisit [Adding and Updating Local and Other Tax Tables](#) or [Adjusting Employee W-2s](#).