

Diagnostic Reports

The Diagnostic reports alert you to potential problems with your setup or system or remind you of important pending situations.

The Diagnostic Reports shown in this section include:

- [Balancing Audit](#)
- [Quarter-End Audit](#)
- [Setup Audit](#)
- [Tax Code Wage and Liability](#)

Balancing Audit

This report is used to ensure proper balance for the current year for four critical areas of payroll processing: Taxes, Deductions, Earnings and General Ledger entries.

For each of the first three entries (Taxes, Deductions and Earnings), the first three columns should balance. The fourth column (Employer Liability) may or may not balance, depending on the rules governing matching funds for certain earnings, deductions and taxes.

The debits and credits for the final entry (General Ledger Year-to-Date Balance) should balance. If they do not, there is a problem that needs to be solved concerning General Ledger entries.

Z-Systems, Inc.				
Payroll Balancing Audit				
Current Payroll Year 2007				
ZSI/ABC SYSTEMS, INC - ZSI 523 VALLEY VIEW DRIVE SAN JOSE, CA 95014 Federal ID - 521755757				
<hr/>				
<u>TAXES</u>	<u>Employee Summary</u>	<u>Employee Detail</u>	<u>Check Summary</u>	<u>Employer Liability</u>
Amount Withheld	45033.43	45033.43	45033.43	45033.43
Taxable Wages	752946.03	752946.03	752946.03	752946.03
<u>DEDUCTIONS</u>	<u>Employee Summary</u>	<u>Employee Detail</u>	<u>Check Summary</u>	<u>Employer Match</u>
Amount Withheld	24222.04	24222.04	24222.04	10909.47
<u>EARNINGS</u>	<u>Employee Summary</u>	<u>Employee Detail</u>	<u>Check Summary</u>	<u>Labor History</u>
Amount Paid	263131.36	263131.36	263131.36	263131.36
<u>GENERAL LEDGER YEAR TO DATE BALANCE</u>			<u>Credits</u>	<u>Debits</u>
			299556.69	299556.69
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Quarter-End Audit

This report will define any problems that exist with your Quarter-End process. Problems are arranged by Pay Group along with resolutions for the problems. For example, if there are employees that do not have Federal tax records in the Tax Withholding file, this report tells you the problem and gives you the method for correcting it.

ZSI SYSTEMS, INC

Quarter End Audit

ZSI SYSTEMS, INC
523 VALLEY MEW DRIVE
SAN JOSE, CA 95014
Federal ID 521755757

Pay Group - 001

- Problem** The Final Quarter Close flag for pay group '001' is set incorrectly.
Resolution This may be caused from running a Trial Quarter Close before running this report, if not Call Technical Support.
- Problem** The Trial Quarter Close flag for pay group '001' is set incorrectly.
Resolution This may be caused from running a Trial Quarter Close before running this report, if not Call Technical Support.

Pay Group - 002

- Problem** The Final Quarter Close flag for pay group '002' is set incorrectly.
Resolution This may be caused from running a Trial Quarter Close before running this report, if not Call Technical Support.
- Problem** The Trial Quarter Close flag for pay group '002' is set incorrectly.
Resolution This may be caused from running a Trial Quarter Close before running this report, if not Call Technical Support.

Setup Audit

This report defines any problems that exist with your setup of Abra Payroll. For example, it indicates if you have forgotten to assign a social security number for an employee or left the ODFI bank routing number field blank. The report also provides steps to correct the problem.

Z-Systems, Inc.

Payroll Setup Audit

ABC International - ABC
 523 VALLEY VIEW DRIVE
 SAN JOSE, CA 95014
 Federal ID - 898989898

PAY GROUP

Problem There are no pay groups set up for employer ABC.
Resolution Please add at least one pay group by running Rules/Payroll/Pay Group Setup.

RULES

ASSUMPTION: State unemployment tax is assumed to be an employer liability.
 Any exceptions to this rule will require general ledger account numbers for employee payables.

ASSUMPTION: State disability tax is assumed to be an employer liability.
 Any exceptions to this rule will require general ledger account numbers for employee payables.

Problem Earning code 0020 is linked to an HR benefit and the interface link is not established.
Resolution Please establish the benefit link by running Rules/Payroll/Payroll Setup

Problem The calculation rule for earning code 0099 is not correct based on the earnings type specified.
Resolution Please check the calculation rule and the earnings type by running Rules/Payroll/Earnings Codes.

Problem The earnings expense general ledger account number 0000 specified for earning code 0250 is invalid or does not exist in the rules setup.
Resolution Please correct the earnings expense general ledger account number by running Rules/Payroll/Earning Codes.

Problem Deduction code 0001 is linked to an HR benefit and the interface link is not established.
Resolution Please establish the benefit link by running Rules/Payroll/Payroll Setup

Problem Deduction code 0006 is linked to an HR benefit and the interface link is not established.
Resolution Please establish the benefit link by running Rules/Payroll/Payroll Setup

Problem The employee payables general ledger account general0000 specified for deduction code 0027 is invalid or does not exist in the rules setup.
Resolution Please correct the employee payables general ledger account number by running Rules/Payroll/Deduction Codes.

Problem The employee payables general ledger account general0000 specified for deduction code 0028 is invalid or does not exist in the rules setup.
Resolution Please correct the employee payables general ledger account number by running Rules/Payroll/Deduction Codes.

Problem There is no employer payables general ledger account number for deduction code 2500.
Resolution Please enter a employer payables general ledger account number by running Rules/Payroll/Deduction Codes.

Problem There is no employer expense general ledger account number for deduction code 2500.
Resolution Please enter a employer expense general ledger account number by running

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Tax Code Wage and Liability

This report shows wages and the corresponding liability amount for each tax code for the employer in alphabetical order. Use this report to verify that all figures balance after processing payrolls.

The Employee QTD and YTD Summary figures are taken from the register files used for quarter-end processing. The Employee YTD Detail figures are taken from the posting history files. The Employer YTD Liabilities figures are taken from the employer tax liabilities file.

The Employee YTD Summary and Employee YTD Detail figures for wages and amount should balance. With the exception of the EMP1 and EMP2 figures, the numbers in Employee YTD Detail and Employer YTD Liabilities for wages and amounts should balance, too.

Tax Code		Employer QTD Summary		Employer YTD Summary		Employer YTD Detail		Employer YTD Liabilities	
		Wages	Amount	Wages	Amount	Wages	Amount	Wages	Amount
Z SYSTEMS, INC									
Tax Code Wage and Liability Summary									
ZSISYSTEMS, INC 523 VALLEY VIEW DRIVE SAN JOSE, CA 95014 Federal ID 521755757									
AZ	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
CA	30.23	0.00	51,908.65	1505.59	51,860.82	1530.34	51,908.65	1505.59	1505.59
CADI	30.23	0.27	56,510.43	507.97	56,462.60	518.54	56,510.43	1072.63	1072.63
CAUI	30.23	0.00	56,510.43	0.00	56,462.60	0.00	56,510.43	1298.71	1298.71
EIC	0.00	0.00	679.92	-20.00	679.92	-20.00	679.92	-20.00	-20.00
EMP1	0.00	0.00	0.00	0.00	62,640.72	0.00	62,673.67	3685.78	3685.78
EMP2	0.00	0.00	0.00	0.00	62,640.72	0.00	62,673.67	908.79	908.79
FED	30.23	0.00	56,480.43	7206.97	56,447.60	7317.73	56,480.43	7206.97	7206.97
FMED	391.57	5.68	62,673.67	908.32	62,640.72	927.79	62,673.67	908.32	908.32
FSOC	391.57	24.28	62,673.67	3683.75	62,640.72	3967.01	62,673.67	3683.75	3683.75
FUTA	361.00	0.00	62,673.10	0.00	62,625.15	0.00	62,673.10	501.03	501.03
IL	0.00	0.00	2,361.24	66.22	2,361.24	66.22	2,361.24	66.22	66.22
LEVY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PAY<	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TXA	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
VA	0.00	0.00	2,240.54	98.42	2,240.54	98.42	2,240.54	98.42	98.42