PayMASTER Main Features

- **Easy**: PayMASTER allows you to create pay slips for your employees in a few clicks. You can use a standard pay slip template or modify it to create an individual template for each of your employees.

- **Flexible**: Pay slips can be first drafted for your review, corrected and then validated. Even a final pay slip of a closed period can be cancelled and replaced. Pay slips can be prepared up to 11 months in advance, and reprinted at any time.

The Main Interface

- **User Friendly:** PayMASTER can be run both under Microsoft Windows™, and MacOS and includes a friendly user interface, allowing you to intuitively discover the functions of the program. It is fully compatible with Windows 98/NT/2000/XP and MacOS.

- **Powerful:** PayMASTER is built using a robust database engine with the capacity to manipulate millions of records, and stores all of your employees/pay slips /income tax information along with an archive file for previous years.

- **Secure:** PayMASTER requests identification of the user before allowing access to the program. This leaves your data protected from unauthorised persons.

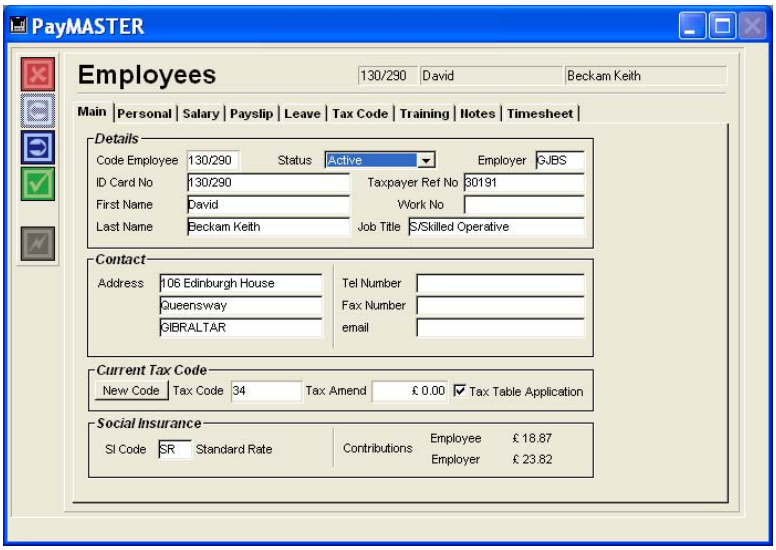
- **Reports:** Standard reports include payroll batch summaries for all periods (Daily, Weekly, Fortnightly, Monthly, Quarterly and Yearly), Social Insurance Stamps report, Coinage report and Year to Date report. If this isn't enough, you can even create and save your own custom reports using the simple but powerful Quick Report Editor.

- **Pay Intervals:** PayMASTER supports the usual weekly and monthly periods but also includes daily, fortnightly, quarterly and yearly pay intervals.

- **Customisable:** Standard pay slips lines are available, but you can fully customise your pay slips by creating your own Income and Deductions lines.

- **Income Tax Tables:** PayMASTER is always kept up to date with the latest tax tables available from Government. It automatically calculates tax deductions using either the tax tables or the percentage method. You can choose the method of tax calculation for each employee and it can even be set to "manual" if you want to do the work yourself.

Some Employee Details



- **Income Tax Forms:** PayMASTER produces deductions card (P4/P5), P7, P7A, P8 Forms. They are created automatically (during the end of year procedure, or when an employee leaves the company), or can be printed at any moment if required. All documents are stored in the database for future reference or reprint.

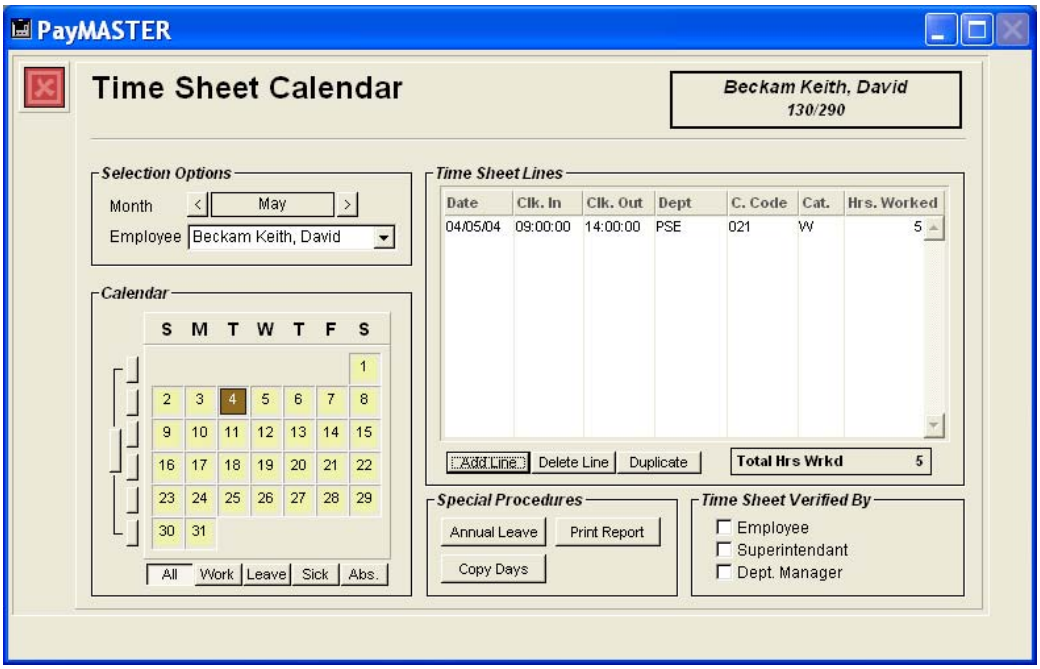
- **Adaptable:** All parameters are modifiable, enabling you to change Income Tax, Social Insurance deductions and Calendar settings which could change in the future. PayMASTER also enjoys regular updates and future versions of the program will include complete personnel management functions.

- **Personnel Management:** PayMASTER includes many personnel management features, such as annual leave requests, and training and qualification records.

- **Job/Time Sheet Management:** Most recently PayMASTER has been endowed with full Job Management and Time Sheet entry facilities. In many environments, salary

calculation for each employee is not fixed, but based on a multitude of time quantities and jobs performed. All this information can be defined and entered into the system, and pay slips generated automatically based on customisable criteria.

Time Sheet Entry Form



- **Exporting:** Any data from the payroll system can be exported and integrated into accounting systems such as SAGE, or our own FiduSYSTEM.

- **Full support:** PayMASTER is developed in Gibraltar and enjoys full local support, including training, setup and troubleshooting.

Please do not hesitate to contact us if you want more information on the PayMASTER system. We would be happy to arrange a meeting at your convenience to demonstrate the system.

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