

Overview: Advanced Job Costing and Payroll Module

What's the purpose of this setup step?

This step will give an overview of the capabilities of this module so you can choose which features to use, and therefore know what you need to set up.

The Module for Advanced Job Costing and Payroll can be used in two ways:

A. **Scenario 1:** Some customers want to do highly detailed job costing but do not want to do payroll. The Advanced Job Costing features enable a company to:

- 1) Track labor costs based on the actual wages of the employees that worked on the order or line item.

Let's take an example. Suppose you have an order which you estimated would take 1.5 hours of welding for a standard welder. Your standard cost for estimating welding is \$40 per hour. Joe, your most experienced welders, makes \$48 per hour and completes the work in only 75 minutes.

- With Advanced Job Costing, you can track the actual welding labor cost on the Clear Channel order, \$48/hour for 1.25 hours, for a cost of \$60.
- Without the Advanced Job Costing and Payroll Module, Control would not know Joe's actual wage rate so it would use the estimate cost for welding of \$40/hour for the actual 1.25 hours and determine that only \$50 of cost had been incurred.

- 2) Track the time employees spend in each workers compensation category.

If you have an employee that works in several different positions (for instance a bucket truck operator who also operates a paint booth), it may be advantageous to pay different workers compensation rates for his or her tasks. Most states only allow this split if you can account for 100% of the employee's time. "Stations" in Cylirus Control allow you to split out an employee's time by workers comp code, providing you the mechanism to pay the lowest possible rates.

B. **Scenario 2:** Some customers want to track all the payroll related information. They may choose to use the Module to process payroll, or they may send the data out to a payroll processing company. In addition, some will use the Module for Advanced Job Costing purposes. Here are some of the functions that the payroll portion of the Module can track:

- All the payroll related information for salaried and non-salaried employees.
- A variety of types of benefits, whether they be health care, car allowances, 401K programs, and much more.
- Workers' Compensation based on the areas that the employees have actually worked.
- Optional deductions such as medical insurance payments, 401k contributions, cell phone overages, and much more.
- Employees' vacation and sick days.
- Advances to employees.

Which set of features do you want to use in your company? If you want to use the Advanced Job Costing features (Scenario 1) but not the Payroll features, follow the path on the left side of the webpage. If you want to use the Payroll features (Scenario 2) (with or without the Advanced Job Costing features) follow the path on the right.



Now you're ready for the next step.