

>> Pastel Payroll

Is your payroll software supplier keeping you abreast of the latest legislation?

DID YOU KNOW that the annual UIF threshold will be increasing from 1 October this year? Both employees and employers will now have to contribute 1% of earnings up to the new annual limit of R131 592 (previously R106 032). Pastel Payroll is already up-to-date and compliant with this new legislation, and will automatically calculate the correct contribution amounts on the latest product update without any fuss. The new maximum contribution per employee is R109.66 per month, up from R88.36, and is based on all taxable earnings, but excludes commissions.

At Pastel Payroll we don't only keep you up to date with the **latest changes in legislation**, but with our new 'Pastel Accounting 2005 range' look and feel, we also ensure that your transition to Pastel Payroll is a hassle-free experience.

We have released our Pastel Payroll 2006 Update 3 in September this year, and have highlighted some of the new features below:

EMP201 Return available for previous periods

You can now reprint the monthly EMP201 Return for previously processed periods. Often, employers forget to print the EMP201 Return *before* processing the new month. This new feature enables you to reprint **the EMP201 Return and submit it to SARS** by the 7th of every month, without the hassle of restoring previous back-ups.

More User Defined Fields

Previously, some of our User Defined Fields contained statutory information such as the value of the company car, the passport number, the Company/CC/Trust registration number, etc. All these statutory fields have been incorporated as standard fields on the Employee Masterfile, giving you access to **30 User Defined fields that you can use for your own purpose**. You will now be able to include additional information on your payroll software, like next of kin, their contact details, etc. These User Defined Fields can be used on your payslips, reports or even formulae.



Forms Designer

The rewritten Forms Designer has an interface that makes it much **easier to customise stationery layouts** of documents such as payslips and labels. It allows you to open the last used form, and also contains a very handy "Undo" button. You will find that we have standardised the navigation to have the same look and feel as the Forms Designer in the Pastel Accounting 2005 range. Now designing your own forms is made that much simpler!

New Toolbar

The Data Remote on the right-hand side of the screen has been replaced with a tool bar that is again similar to the toolbar used for Pastel Xpress and Partner 2005. The common interface will improve ease of use and speed of processing.

Does your payroll keep you up to date with latest payroll legislation, and offer these new features and functionalities? If not, call us today and let us take your business way BEYOND PAYROLL!

Exclusive discount
Pastel Cover customers receive a 20% discount when purchasing Pastel Payroll. We're there to help make a real difference to your business through the latest in payroll software technology. Simply call us for more information.

Contact us



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>> Tips & Tricks

Troubleshooting for Pastel 2005

In this edition's **Tips and Tricks**, we provide solutions to potential problems you may experience when running Pastel Partner or Pastel Xpress 2005 in a **multi-user environment**. In addition to your monthly electronic newsletter, this section is designed to help you get the most out of your software. So read on for "fixes" that work and make your job much easier.

Error Message: Invalid Location for the Data

This message appears when opening or activating a company. To resolve the problem you need to:

- Check whether the path to the data is correct, and that the server is switched on and available.
- Browse for the company through Windows Explorer. If you receive a message that the "Network is unavailable" try restarting the network. If this still does not work, contact your network professional.
- Confirm whether there isn't data corruption on that specific set of accounts. To verify this, contact the Pastel Support team or a certified Pastel dealer. To obtain a list of certified Pastel professionals in your area log on to www.pastel.co.za, go to **Fast Find** and select **Find a Softline Pastel Reseller**.

Managing and opening companies: Network connected or disconnected

In multi-user or network environments there may be instances where users are working in Pastel and the network goes down or temporarily loses the connection. In this case, wait for the network connection to be re-established. Then open the **Company List** by clicking on **File**, and select **Open**. This should automatically refresh the list and make the company available. If not, click on the **Manage** button, this should complete the refresh function.

Example:

John is working in Company XYZ on Pastel Partner or Xpress 2005 when the network goes down. He then tries to open up Company ABC but it no longer appears in the **Open list**. He then clicks on the **Manage** button and tries to **Activate** the company as it appears **Deactivated**. A message appears that the location is not valid as the network path is no longer available.

When the network comes back up John simply selects **File**, and then clicks on **Open** or **Manage** to refresh the list. The company displays automatically in the **Open list** and is **Activated**.

Pastel Xpress Start Up 2005

Pastel Xpress Start Up 2005 can accommodate two companies: One is created by Pastel for demo purposes and the other is the one that you create. In the event of deleting the company that you create, for whatever reason, the company will no longer appear in the list of companies when opening Pastel. If you try to add another company, you will receive an error message saying that you have exceeded the number of companies allowed.

This product is restricted to a single user (i.e. one person) and **one company** (i.e. other than the demo company). Once registered, it is limited to the company name that you created. For example, if Pastel Accounting is the registered company name that was created, and we delete this company, the new company that is created will be limited to the company name "Pastel Accounting".

Error: Not a valid Pastel Accounting 2005 set of accounts

This error occurs when different versions of Pastel Partner and Pastel Xpress 2005 are installed across the same network.

Example: on a multi-user site:

The server is updated to **Build 1.0.5**. John updates to **Build 1.0.5** and opens the company – this is successful. Sarah remains on **Build 1.0.4** and opens the company – the error message will be displayed.

To rectify this problem you need to ensure that all users are running the latest data. To check your version, go to **Help**, then select **About**.

Note: Visit the Customer Zone on www.pastel.co.za for the latest updates and upgrades. Also, check your monthly electronic newsletters for any news about these and other notifications.

Contact us



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