




# Payroll

Extensis provides comprehensive self-service Payroll solutions to employers and employees. Our service team is ready with personalized service to ensure all needs are met.

## ACCURATE PAYROLL DELIVERED ON TIME, EVERY TIME—AND IN LESS TIME

With our next generation HRIS solution, HRCloud, all your HR and payroll data is integrated in our secure, 100% cloud-based database. Because there's no need to rekey data or move data from one system to another, most accuracy concerns are eliminated and you save untold hours and effort.

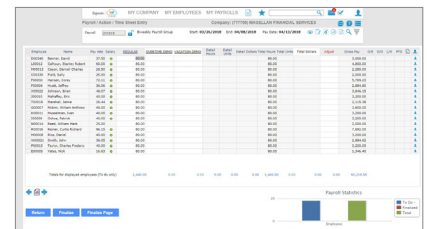
Our Payroll solutions deliver what's important to our entrepreneurial clients:

 <p><b>More Control</b></p> <ul style="list-style-type: none"> <li>• Complete payroll functionality</li> <li>• On-demand payroll reports</li> </ul>	 <p><b>Fast &amp; Efficient</b></p> <ul style="list-style-type: none"> <li>• PTO flows directly into payroll</li> <li>• Automated process speeds completion</li> </ul>	 <p><b>Company-Branded Checks</b></p> <ul style="list-style-type: none"> <li>• Company logo on checks gives a consistent brand experience</li> </ul>
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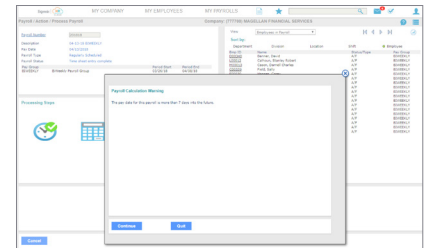
## YOU CONTROL YOUR PAYROLL

With Extensis, you have complete payroll functionality. You can execute your payroll quickly and accurately in three easy steps.

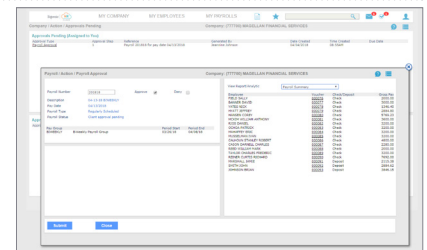
**1 Review Payroll Data**  
 HRCloud automatically sets up your payroll with hours and PTO, allowing you to make any adjustments needed.



**2 Complete Payroll Pre-Processing**  
 HRCloud automatically sends alerts to improve payroll accuracy and streamline the process for you. When payroll calculations are complete, you can immediately review payroll reports.



**3 Approve Your Payroll & Submit**  
 Once reviewed by your Payroll Specialist, your payroll is ready for your final review, approval, and submission.



## WORLD-CLASS PAYROLL & ADMINISTRATION

You're passionate about running your business and serving your customers. Extensis is passionate about being the best HR partner we can be. Our Payroll solutions include:

### On Demand Payroll Reports

Administrators have immediate access to over 60 standard reports, many of which are payroll reports. You can sort and filter data for any timeframe or segment of your business. And, if you need something different, you can easily create reports with HRCloud's self-service custom reporting feature. If you need more, our experts will assist you. Our most frequently used payroll reports are:

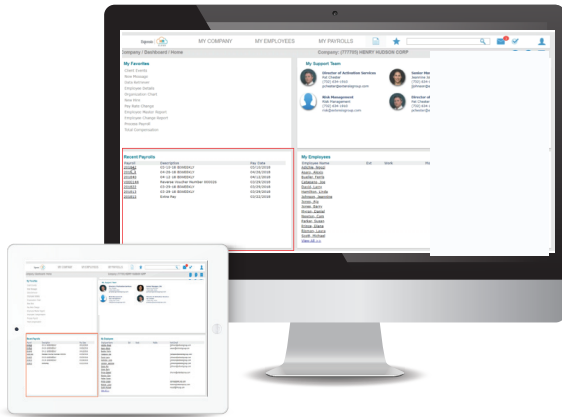
- Payroll Register
- Workers' Compensation Report
- Payroll Invoice
- Deduction Cost
- Allocation Report

## OUR EMPLOYEE SELF SERVICE IS EXCEPTIONAL

HRCloud delivers world-class Employee Self Service.

### ESS Makes It Easy to Access & Change Payroll Info

Mobile-optimized ESS works on all devices. From a payroll perspective, employees can easily view payroll vouchers, change tax elections, access W-2s, and access prior year's history.



### Role-Based Security Access

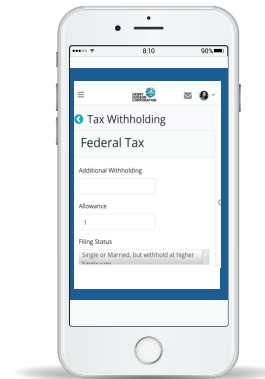
To maintain privacy, access to payroll data is granted to individuals in your organization as needed. You control what specific data, fields, and reports each individual can see, ensuring they only see the data they need.

### W-2 Tax Compliance & Filing

Extensis gives you less to do and less to worry about. We comply with local, state, and federal requirements on your behalf.

### HRCloud App Delivers Payroll Info On-the-Go

The HRCloud App quickly delivers the payroll information employees need and want, like deductions, paycheck history, and next pay date.



## CONTACT OUR EXPERTS TO LEARN MORE



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