

PlatinumPayHR

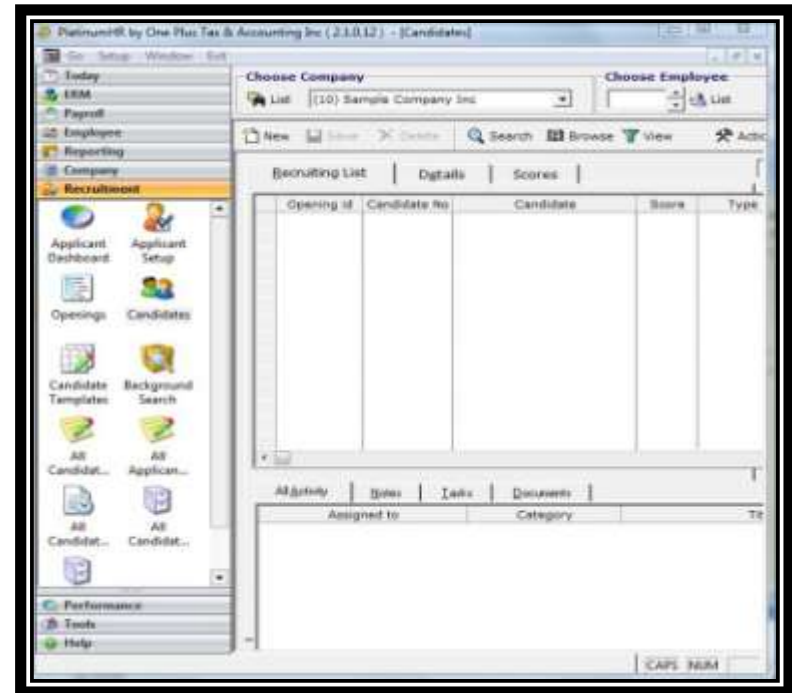


Integration

- Human Resources
- Payroll
- Time and Attendance
- Employee Self Service

About PlatinumPay

- Web-based payroll
- No software installation
- Upgrades and maintenance provided for you
- Secure connection
- Available anywhere, anytime
- Easy to use and navigate



Secure Login

- Password protected
- Multiple security levels
- Monitor activity via the Employee Change Report



Company Maintenance

- Unlimited Organizational Levels
- Unlimited Earnings and Deductions

Division
 Department
 Job 1
 Job 2
 Job 3
 Job 4
 Job 5

Active	OP #	OP Description
YES	0	0-Regular Pay
YES	1	1-Tips Paid in Cash
YES	2	2-Tips Charged on Credit
YES	3	3-Make-Up Tips
YES	4	4-Profit Sharing
YES	5	5-Bonus
YES	6	6-Vacation
YES	7	7-Commission
YES	8	8-Auto Allowance
YES	9	9-Contract Employee

Active	Ded. #	Desc
YES	1	1-401(k)
YES	2	2-Child Support
YES	3	3-Child Support Order #
YES	4	4-Child Support Fee
YES	5	5-Health Plan (#1 \$25,
YES	6	6-Loans
YES	7	7-Tax Levy
YES	8	8-Meals
YES	9	9-Uniforms
YES	10	10-Garnishment
YES	11	11-PR-Dis
YES	12	12-<Profecional service

Company Maintenance

- Create predefined check types to speed up payroll entry
- Customize a selection of fields specific to your needs

Co #	Name	Active	Default	Client
11	Drivers	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
12	Bonus	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
10	Salaries	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
1304	Comisiones	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
1304	Hourly	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
1301	PILOTOS	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
10	SC TLM	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
12	SwipeClock	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
100	Uniforms	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

User Defined Fields

Character Fields		Numeric Fields			
Description	Value	Description	Value	Description	Value
1]	<input type="text"/>	11]	<input type="text"/>		
2]	<input type="text"/>	12]	<input type="text"/>	21]	<input type="text"/>
3]	<input type="text"/>	13]	<input type="text"/>		
4]	<input type="text"/>	14]	<input type="text"/>	22]	<input type="text"/>
5]	<input type="text"/>	15]	<input type="text"/>		
6]	<input type="text"/>	16]	<input type="text"/>	23]	<input type="text"/>

New Hire Wizard

- Quickly add new employees with the new hire wizard, including error checking

HR Advanced	Direct Deposit	Accrual Plans	Web Setup	Labor Distribution	Employee List
General	Basic Tax Info	State Tax Info	Auto Pays	Auto Deductions	Auto Memos
HR Basic					

Co. #: <input type="text"/>	Emp. #: <input type="text"/>	SSN: <input type="text"/>	Company Name: Last Emp #: <input type="text"/>	Terminate
-----------------------------	------------------------------	---------------------------	---	-----------

Div #: <input type="text"/>	Dept #: <input type="text"/>	
Name: <input type="text"/>	<input type="text"/>	
Street: <input type="text"/>		
City: <input type="text"/>	St.: <input type="text"/>	Zip: <input type="text"/>
Home Ph: <input type="text"/>	Cell Ph: <input type="text"/>	Pager: <input type="text"/>
Home Email: <input type="text"/>	Work Email: <input type="text"/>	

<input type="checkbox"/> Include in Time & Labor	Job 1: <input type="text"/>
Pay Frequency: <input type="text"/>	Job 2: <input type="text"/>
Def Hrs: <input type="text"/>	Job 3: <input type="text"/>
Rate 1: <input type="text"/>	Job 4: <input type="text"/>
Rate 2: <input type="text"/>	Job 5: <input type="text"/>
Rate 3: <input type="text"/>	Jobs <input type="text"/>
Salary: <input type="text"/>	<input type="button" value="Suppress Options"/>

Entry Type				
<input checked="" type="radio"/> Regular Employee				
<input type="radio"/> Independent Contractor				
TIN: <input type="text"/>				
<input type="radio"/> Agricultural Employee				
<input type="radio"/> Household Employee				
Employee Notes:				
<table border="1"><thead><tr><th>Title</th></tr></thead><tbody><tr><td> </td></tr><tr><td> </td></tr><tr><td> </td></tr></tbody></table>	Title			
Title				
Employee Check Memo:				
<input checked="" type="radio"/> Expires On <input type="text"/>				
<input type="radio"/> Always Display				

Employee Maintenance

Variety of fields to be utilized by payroll and HR departments

- Demographics
- Department/Positions

Reminders		Time & Labor		Custom Fields	
Education	Training	Skills	Attendance	Reviews	
Miscellaneous	UDFs	Emer. Contacts	Family Members	Prev. Employers	
Vet-100 <input type="checkbox"/> Military Veteran <input type="checkbox"/> Vietnam Veteran <input type="checkbox"/> Veteran (Other)			<input type="checkbox"/> Disabled Veteran <input type="checkbox"/> Active Reserves <input type="checkbox"/> National Guard		
License Info <input type="text"/> <input type="text"/> Expires On:			Citizenship Info Country: <input type="text"/> Visa: <input type="text"/> <input type="text"/> Expires On:		
<input type="text"/> Expires On:			<input type="text"/> Expires On:		
<input type="text"/> Expires On:			<input type="text"/> Expires On:		

Departments

Division #: Department #:

Department Name:

W/C Code:

Tipped Department

Active Entry

New Delete

Active	Div. #	Dept. #	Department Description	W/C #	Tips
YES	0	1	Wages		NO
YES	0	2	Administracion	1	NO
YES	0	3	Finanzas	1234	NO
NO	0	4	Ventas	1252	NO

Employee Maintenance

- Show memo on employee's screen during payroll entry
- Track important employee data:
 - education levels
 - dependents
 - emergency contacts
 - union affiliation
 - reviews
 - EEOC classification and more!





Employee Maintenance

- Manage employees' vacation, sick, and other time off with accrual tracking

Sick Totals			
Carry Over:	Earned:	Used:	Available:
16.62	0.00	0.00	16.62

Vacation Totals			
Carry Over:	Earned:	Used:	Available:
0.00	30.80	0.00	30.80

Personal Totals			
Carry Over:	Earned:	Used:	Available:
0.00	0.00	0.00	0.00

Company Has Accruals  New  Delete

Earned Date:
01-14-2011

Sick Earned:	Vacation Earned:	Personal Earned:
16.00		

Payroll in , Easy and Powerful

Contact Info

Co#:

Client Name:
Sample Company Inc
Client DBA:
Sample Company Inc
Client Contact & Phone:
(787)
Specialist Contact & Phone:
Rafael.C
(787) 445-9700

Payroll Dates

Choose Dates from Calendar or click --> **Unscheduled Payroll**

Use Set 1

Start:
End:
Check:
Prd:
Freq:

Payroll Info

Recent Payroll: [Details](#)

Current Payroll:

PR Status: PR #:

Starting Chk No.:

Description:

Memo:

Delivery (Div - Method)

Calendar

	Set #	Completed	Check Date	Start Date	End Date	PRD
<input checked="" type="checkbox"/>	1	NO	11/25/2011	11/07/2011	11/20/2011	2
<input type="checkbox"/>	1	NO	12/09/2011	11/21/2011	12/04/2011	1
<input type="checkbox"/>	1	NO	12/23/2011	12/05/2011	12/18/2011	2
<input type="checkbox"/>	1	NO	01/06/2012	12/19/2011	01/01/2012	1
<input type="checkbox"/>	1	NO	01/20/2012	01/02/2012	01/15/2012	2

Notes

Company Employee

Title

Tasks

Due date	Title

Settings

Data Input

Editing

Totals

Navigation

Payroll Entry

- Employee Pay Entry Screen
- Batch Pay Entry Screen

			0 - Regular P		
Name	SSN	Rate	Reg Hours	OT	
Obama Angel BENITEZ	601-47-4444	0	0		
Miguel Brown	601-06-6655	0	0		
Asusena Burgos	609-56-1111	14	0		
Sara Bush	487-92-1111	8	0		
Andrea Carta	603-81-9999	6.75	0		
Gloria Y. Color	645-20-1414	6.75	0		
Erika M. Diaz	123-45-6789	2500	0		
Laura O. Dominguez	604-67-4444	6.75	0		
Manuel Escalante	614-81-4444	6.75	0		
Daniela Fan	600-67-1010	7	0		
Gabriel P. Flor	601-74-4444	6.75	0	0	0

PlatinumPay by Execupay, Inc. - [Check Entry - (26) The Sample Company]

Today Payroll Employee Reports Maintenance Tools Window

Today New Payroll Employee Maintenance Reports Default Company 26

Check Entry Taxes Info / Options Lists / Messages 1 | 5

NOR Emp #: 2 Div. #: 0 Frank Alexander 222-22-2222 ACTIVE Prev. Emp. 2

Pays

Code	Dept	Rate	Reg Hrs	OT Hrs	Reg Pay	OT Pay	WC #	Job #	Date
14	3				\$25.00		5606		
0	2				\$950.00		5474		
0	2	12.5	0.00	0.00	\$950.00	\$0.00	5474	99	
0	2	12.5	40.00	0.00	\$500.00	\$0.00	5474	985412	
3	2				\$750.00		5474	985413	

Deductions

Code	Amount	Flat OR	% OR	Dept
1	\$5.00			1
2	\$3.21			1
3	\$13.75			1
3	\$16.00			2
2	\$20.00			3
2	\$39.00	\$39.00		2

Memos

Code	Amount	Flat OR	% OR	Dept
1	\$27.87	\$27.87		2

Gross: 3,175.00 Fed WH: 611.93 OASDI: 0.00 Med: 44.70 Net: 2,421.41
 Oth Tax: 0.00 OR: Check #: 1165

Import Payroll Data

- Universal time clock import

[Next](#)

File Information (Step One)
Company #: Import Type:
File Name:

PreProcess Reports (Step Two)
 Employee Number Check
 Employee SSN Check

Import Options (Step Three)
 Pay Salaried Emps
 Add imported time to existing checks (if applicable)
 Accrue Sick
 Accrue Vacation
 Accrue Personal
 Auto Hours
 Auto Pays
 Auto Deductions
 Auto Memos
Swipeclock Options
 Y Prompt is rate change
Y Prompt is Job:

Rate Changes
 None
 Code
 Division/Department/Code

Check Calculator

- Calculate impromptu checks
- Save manual checks to process on the next check date

Payroll Totals	Pay / Ded / Memo Totals	Division / Dept. Totals	Job Totals	State Tax Totals	Delivery Info / Msgs
Co. #: 10 Co. Name: Sample Company Inc		PR Contact: Co. Phone: (787)			
Total Hours: 0.00		Payroll Figures			
Total Checks / Hours		Gross: \$0.00	Payroll Net:		
No. of Checks: 0		Federal WH:	Non PR Check Net: \$0.00		
No. of Manual: 0		E.I.C.:	941 Tax Deposit: \$0.00		
Manual Net: \$0.00		OASDI:	Total Tax Impound:		
Regular Hours: 0.00		Medicare:	OBC Impound: \$0.00		
OverTime Hours: 0.00		State Taxes: \$0.00	Invoice Impound: \$0.00		
Other Hours: 0.00		Local Taxes: \$0.00	Bank Deposit: \$0.00		
Void Totals		Deductions: \$0.00	Sales Figure: \$0.00		
Regular Hours: 0.00		SEMI-WEEKLY <input type="button" value="Open Liability"/>			
OverTime Hours: 0.00		EE Control Cnt: <input type="text"/>			
Other Hours: 0.00		New Hires Not Paid: Click for Listing			
Void Net: \$0.00		Active EE's Not Paid: Click for Listing			
		Missing New Hire Info: Click for Listing			
		Invoice Payroll Start Payroll Details Save & Exit Submit			

HUMAN RESOURCES MANAGEMENT

PlatinumHR by ONE PLUS TAX & ACCOUNTING INC (3.6.0.3) - [Applicant Setup]

Go Setup Window Exit

My Favorites: Today, ERM, Payroll, Employee, Reporting, Company, Recruitment

Choose Company: List (10) Sample Company Inc

Choose Employee: List

New Save Delete Search Browse 1 | 50 Reports

General Miscellaneous UDFs Applicants List Search with 'And'

App. #: 38 Emp. #: SSN: 345-67-8900

Name: Mr Martin Acevedo Lopez Gender: Male

Street: carr 456 Ref. #:

City: Guayama St.: PR Zip: 00785- Submit Type: Manual

Home Ph: (787) 865-2166 Cell Ph: (787) 378-6412 Pager: Smoker

Home Email: acevedo@yahoo.com Preferred Name: Disabled

Ethnicity: Hispanic Birth Day: 07-12-1967 44

Notes Documents Skills Certification Education Employment Candidates Background Add Delete

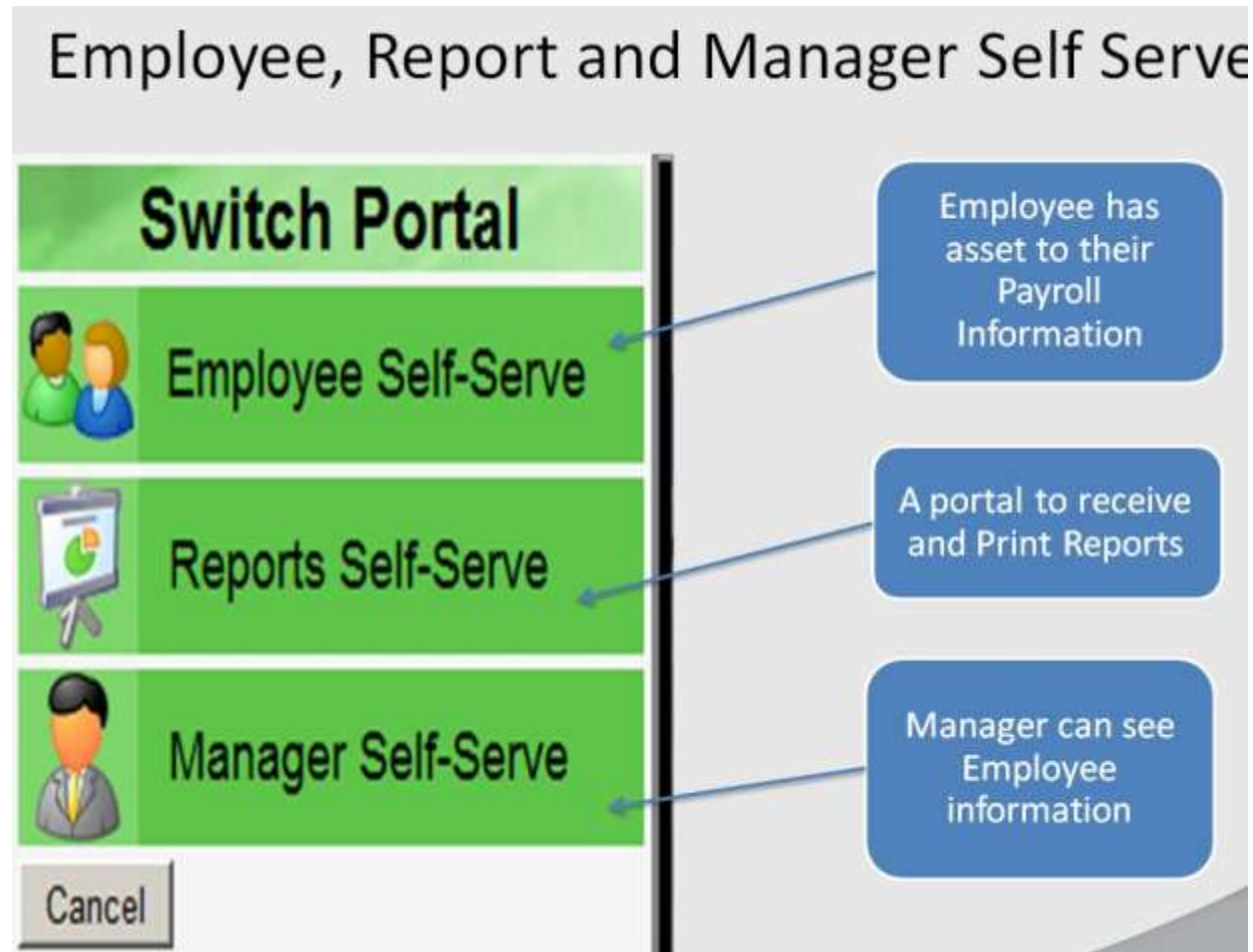
Title	Expiration	Created by	on
Interview		Erika.D	12-17-2011

Title: Interview Priority: 2-Medium

Tiene 6 referencias

NUM

Employee Portal



GL Reports

Keep Current Payroll and Month Today

Account Number	Account Description	Current Payroll		Month-To-Date	
		Debits	Credits	Debits	Credits
Division: 0 Default					
Department: 1 Wages					
Job 1:					
Section: ACCRUED					
	FUTA (Exp)	46.48		46.48	
	FUTA (Pay)		46.48		46.48
6000	PR : SUTA (Exp)	116.20		116.20	
1000	PR : SUTA (Pay)		116.20		116.20
Section Total:		162.68	162.68	162.68	162.68
Section: EMPLOYEE					
6010	Regular Pay	6,130.00		6,130.00	
1000	Net Pay		5,431.66		5,431.66
2002	OASDI (EE)		244.02		244.02
2001	Medicare (EE)		84.26		84.26
	PR : W/H		370.06		370.06
Section Total:		6,130.00	6,130.00	6,130.00	6,130.00
Section: EMPLOYER					
6625	Medicare (ER - Exp)	84.26		84.26	
	Medicare (ER - Pay)		84.26		84.26
2000	OASDI (ER - Exp)	360.22		360.22	
	OASDI (ER - Pay)		360.22		360.22
Section Total:		444.48	444.48	444.48	444.48
Job Total:		6,737.16	6,737.16	6,737.16	6,737.16
Department Total: 1 Wages		6,737.16	6,737.16	6,737.16	6,737.16
Department: 3 Ventas					
Job 1:					
Section: ACCRUED					
	FUTA (Exp)	56.00		56.00	
	FUTA (Pay)		56.00		56.00
	PR : SUTA (Exp)	140.00		140.00	
	PR : SUTA (Pay)		140.00		140.00
Section Total:		196.00	196.00	196.00	196.00
Section: EMPLOYEE					
	Regular Pay	48,000.00		48,000.00	
	Net Pay		29,622.00		29,622.00
	OASDI (EE)		2,016.00		2,016.00
	Medicare (EE)		696.00		696.00
	PR : W/H		15,666.00	0.00	15,666.00
Section Total:		48,000.00	48,000.00	48,000.00	48,000.00
Section: EMPLOYER					
	Medicare (ER - Exp)	696.00		696.00	
	Medicare (ER - Pay)		696.00		696.00
	OASDI (ER - Exp)	2,976.00		2,976.00	
	OASDI (ER - Pay)		2,976.00		2,976.00
Section Total:		3,672.00	3,672.00	3,672.00	3,672.00
Job Total:		51,868.00	51,868.00	51,868.00	51,868.00
Pay Period: Bi-Weekly 01/03/11 - 01/16/11 12/18/06 12/31/06 Check Date: 01/21/11					
Co. No: 10 Sample Company Inc		GENERAL LEDGER DETAIL REPORT		Payroll Number: 12 Page: E - 1	

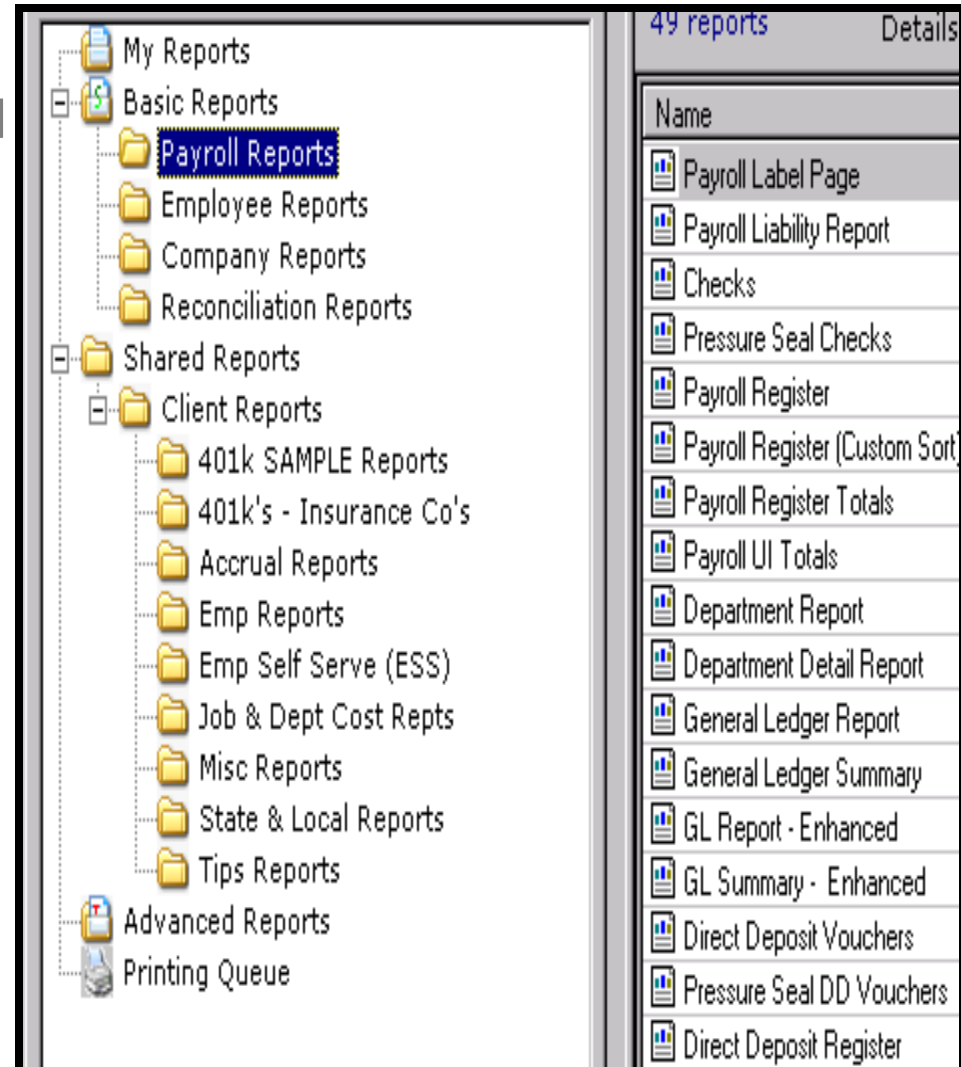
We CAN add your account numbers

We CAN add Accts by depts

We CAN keep GL By Payroll Number

Reporting

- Access payroll data on-demand with over 300 standard reports
- Provide key personnel (internal or external) with payroll data via multiple output options
- Extract data in multiple formats based on your unique business needs (general ledger, etc.)



The screenshot displays a software interface for payroll reporting. On the left, a tree view shows the following structure:

- My Reports
 - Basic Reports
 - Payroll Reports** (highlighted)
 - Employee Reports
 - Company Reports
 - Reconciliation Reports
 - Shared Reports
 - Client Reports
 - 401k SAMPLE Reports
 - 401k's - Insurance Co's
 - Accrual Reports
 - Emp Reports
 - Emp Self Serve (ESS)
 - Job & Dept Cost Repts
 - Misc Reports
 - State & Local Reports
 - Tips Reports
 - Advanced Reports
 - Printing Queue

On the right, a panel titled "49 reports" shows a list of report names:

Name
Payroll Label Page
Payroll Liability Report
Checks
Pressure Seal Checks
Payroll Register
Payroll Register (Custom Sort)
Payroll Register Totals
Payroll UI Totals
Department Report
Department Detail Report
General Ledger Report
General Ledger Summary
GL Report - Enhanced
GL Summary - Enhanced
Direct Deposit Vouchers
Pressure Seal DD Vouchers
Direct Deposit Register

Additional Features

- Tip allocation
- Automatic GTL calculation
- Secure print-back capabilities
- Auto extend calendar
- Job costing
- Unlimited employee direct deposits
- “Smart taxes”



Time & Attendance - Welcome

Site Overview - Welcome to simple and affordable automated timekeeping. Whether you are seeking to learn more about our timekeeping services or to obtain support information for your current service, this site contains a variety of tools to meet your needs.

Select a Time Clock by "Collection Method" - To learn more about our timekeeping options, start by selecting from the options listed below, which are based on how the punches are collected from employees.

Punch Collection Options



Fingerprint Scan



Over the Web



PIN or Badge "Swipe"



Over the Phone



Proximity Badge

Product Information, Support, & Login - The tools and information found in this site satisfy three roles:

- **PRODUCT INFORMATION** and samples
- **PRODUCT SUPPORT**, answers, and training
- **USER LOGIN** for supervisors and employee

PRODUCT BENEFITS

CALCULATE YOUR SAVINGS

Track actual minutes worked.
Eliminate wasted labor minutes.

CUT ADMINISTRATIVE COSTS

Automate time tracking and eliminate administrative hours.

INCREASE PRODUCTIVITY

Pay employees for minutes worked only. Eliminate late arrival and early departure.

ELIMINATE "BUDDY PUNCHING"

Prevent employee time theft.

SIMPLE ONLINE EDITING

Log in from any workstation to easily manage data online.

REDUCE LABOR COSTS

Dramatically reduce your cost of labor.

SIMPLE HARDWARE SETUP

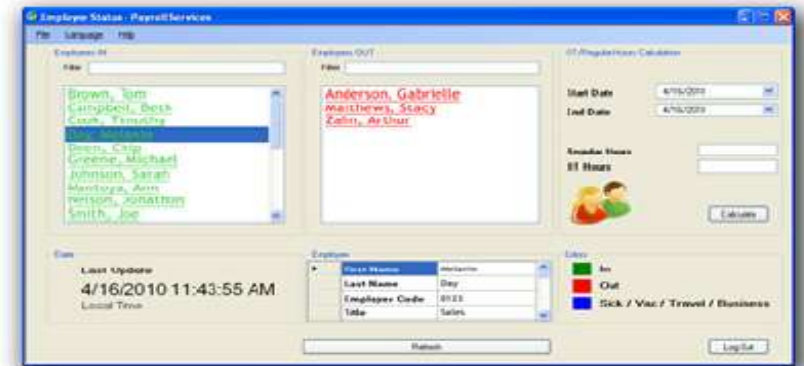
Easily set up hardware in a matter of minutes.

Employee Status Application

View Your Workforce—On Demand

The Employee Status App is a small “program” that can be installed at any supervisor’s workstation creating the ability to view the “IN” and “OUT” status of each employee at any moment throughout the work day. Get a “snapshot” of your workforce in real time.

With this small but powerful application at work, you’ll see the “who,” “where,” and “when” of your entire workforce right from your desktop.



Screen view of the SwipeClock Employee Status App.

Application Overview

Every Day Use

The Employee Status App gives employers an everyday tool to better manage labor and attendance. With advanced login permissions supervisors can even be authorized to view employee time cards and calculate their staff's aggregate “Regular” and Overtime” hours worked.

This efficient desktop application provides on-demand coverage visibility to help supervisors manage shift coverage.

Labor Management

FlexClock time clocks are a perfect fit with the Employee Status App given the Ethernet or Cellular connectivity, allowing for real-time flow of timekeeping data. Other features include:

- Company overtime summary
- Access to data in English, Spanish and Portuguese
- View employee setup data
- Filter view by employee name

Connectivity



For employers using an Ethernet-based (real-time) time clock this desktop application can add tremendous value.

Workforce At-a-Glance



Keep the Employee Status App running to see time punch data updates on demand.

Employee Status Utility App for the Apple® iPhone

Employee Status Utility App—for the iPhone

Track your employee's attendance on-the-go with the Employee Status Utility App (ESU) for the iPhone. You'll be able to conveniently see if employees are clocked IN, OUT, sick, on vacation and more. You can also view your employee's current time card. Checking on your employee's attendance remotely has never been easier!

Go Beyond Timekeeping

Now you can ensure staff levels are adequate, better manage delinquent punch behaviors and gain added visibility.

Workforce
at-a-Glance

Quick Access To
Employee Timecards

On-the-Go Tracking
from Anywhere!



App Overview

Everyday Use

The ESU App for the iPhone gives employers an everyday tool that delivers remote access for viewing labor and attendance.

Beyond "IN/OUT" punch status, supervisors can better manage staff coverage levels by viewing employee time cards on-the-fly.

"Real-Time" Data*

The ESU App is a perfect fit for employers using a FlexClock® with real-time connectivity as punch data is sent immediately to the web for viewing online or on-the-go through your iPhone.



Features

- Color-coded employee list clearly shows employee punch status
- Quick access to employee time cards
- Filter by IN, OUT, Department, Location, and Supervisor
- Access to *Employee Setup* page
- Refresh status view with one swipe
- Simple, user-friendly navigation

*Note: Use of the ESU App with the TimeClock Tranz 330/380 clock is not recommended as a "real-time" connection is not available.

SwipeClock Scheduling

Offer "Time" AND "Attendance"

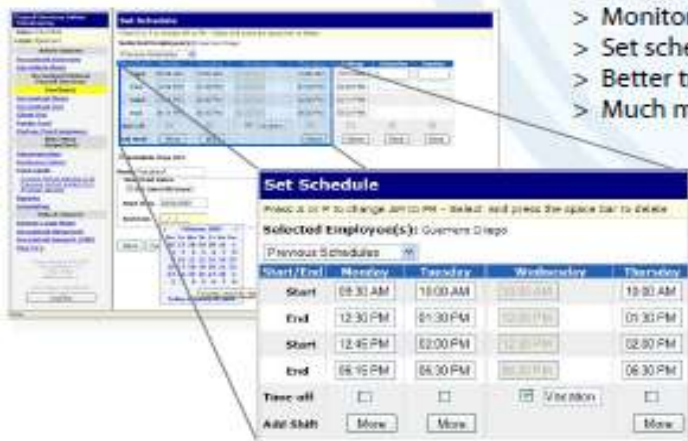


Map out employee schedule

Capturing employee labor through automated timekeeping is a proven and powerful method of managing labor costs. By adding the ability to plan and maintain anticipated employee schedules, controlling labor has never be more effective.

SwipeClock "scheduling" will enable employers to better organize and commit employee labor hours to company objectives, as well as monitor "actual" versus "expected" performance.

- > Track late arrival or early departure
- > Identify absenteeism for scheduled hours
- > Plan coverage among departments and employees
- > Monitor employee schedule changes
- > Set schedules based upon pre-set templates
- > Better track overtime approval and occurrences
- > Much more (to be developed)...



Insert and/or add shift times



Compare "actual" to "scheduled" time

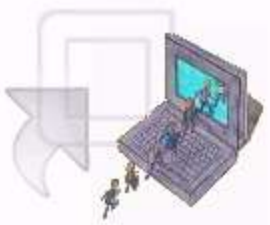
Development

"SwipeClock Scheduling" features and functionality are currently under development in preparation for an initial pre-release and version release.

For questions, comments, or to submit scheduling feature requests, email support@swipeclock.com.



Supervisor Accounts



Create supervisor accounts to assign a requested set of administrative capabilities to a particular login account. The administrative account is accessible via a login and password that you create.

Add Supervisor Login

Add supervisor login to this client: Sample Site

Desired Login ID

Desired Password

Filtering / Employee Restrictions
If you don't fill in any of these, then the account can access all employees. If you fill any in, then the account can only access the locations or departments you select. You can use an asterisk (*) at the beginning or ending of a value as a wildcard. For example, if you select Department, and you enter 2* in the box, then the account can access all employees whose Department begins with the number 2.

Department
 Location
 Supervisor

MUST EQUAL

OR

OR

OR

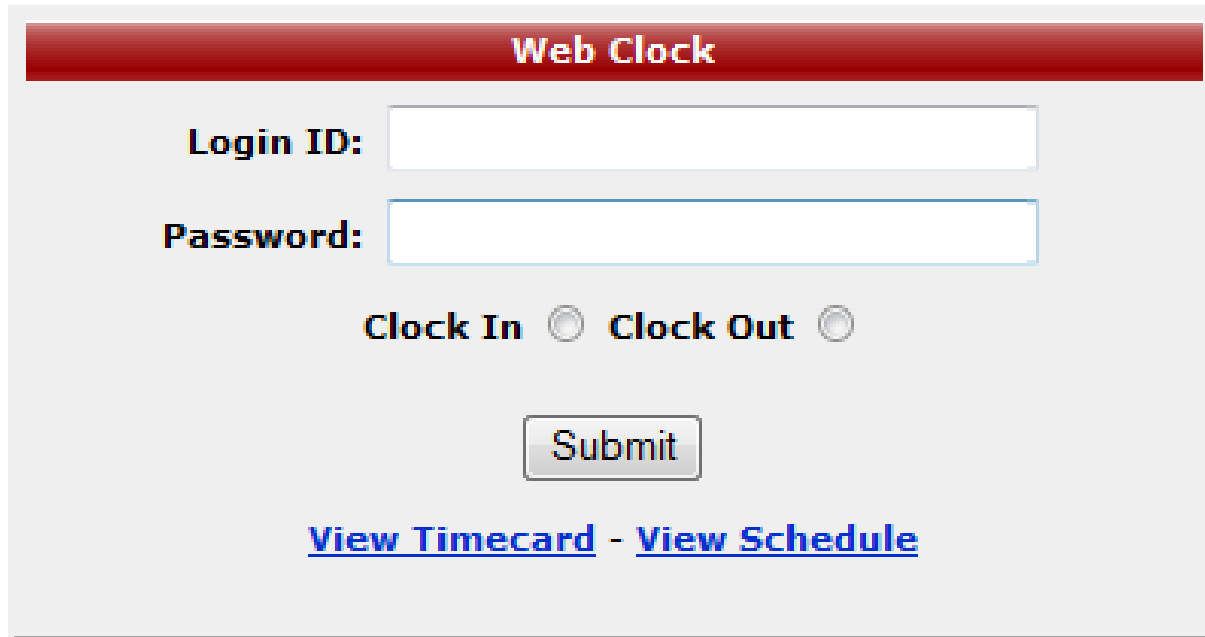
OR

Permissions
(Note: If you give edit permission, the user will also be able to see wages in the edit screen.)

Can Edit Punches
 Can Add/Edit Employees
 Can See Wages

Assigning employees to a particular supervisor permits that the designated supervisor will have administrative the employee (unless otherwise restricted), including viewing and editing of time cards, running selected

Employee Portal



The screenshot displays a web interface titled "Web Clock". It features a red header bar with the text "Web Clock" in white. Below the header, there are two input fields: "Login ID:" followed by a white text box, and "Password:" followed by a white text box. Underneath the password field, there are two radio button options: "Clock In" and "Clock Out". A "Submit" button is centered below these options. At the bottom of the form, there are two blue, underlined links: "[View Timecard](#)" and "[View Schedule](#)".

Using the Web Clock will enable employees to clock in and out online or view their personal time card via a web browser. The user ID must be saved in one of the card number fields of employee set up.

One Plus Tax & Accounting Inc.

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