



Realizing Profitable Potential through Change

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Process Payroll Anytime, Anywhere: Intuit Online Payroll

Ever missed a payroll while you were on the road? You only need to experience that once before realizing that in today's mobile world you must be able to pay employees and contractors from anywhere. [Intuit Online Payroll](#) lets you do just that.

Simplifying a complex setup process

Payroll setup is a time-consuming, detail-laden operation. Intuit Online Payroll makes that as easy as possible with its step-by-step data entry guide.

Assemble all of the necessary information before you start. You'll simply fill in fields and select options, starting with payroll basics (pay schedules, vacation/sick/PTO, deductions/contributions) and tax information. Once you've built that critical base, you can add employees.

The screenshot shows the 'Kevin L. Baker's Deductions & Contributions' page in the Intuit Online Payroll system. The interface includes a navigation bar with 'Overview', 'Profile', 'Employees', 'Taxes', and 'History'. A sidebar on the left lists various setup steps: 'How Will You Pay Employees?', 'Checklist', 'Employee Overview', 'Kevin Baker' (with sub-items: Basics, Employment, Pay, Taxes & Exemptions, 'Deductions & Contributions' (highlighted), 'Vacation & Sick Time', and Review).

The main content area is titled 'Kevin L. Baker's Deductions & Contributions' and includes a 'Help & Support' link. It contains two tables:

Deductions for Benefits (Voluntary Deductions)

Benefit	Deduction	Annual Max		
Blue Cross - Medical	\$150.00		🗑️	Edit
Vanguard - 401(k)	5.0%	\$17,000.00	🗑️	Edit
Medical Expense FSA	\$100.00		🗑️	Edit

Company Contributions (Includes Matching Contributions)

Benefit	Contribution	Annual Max		
Blue Cross - Medical	\$100.00		🗑️	Edit
Vanguard - 401(k)	5.0%		🗑️	Edit

Figure 1: You can create a thorough profile for all employees in Intuit Online Payroll.

This information must be correct, or payroll and taxes won't be accurate. We can help ensure that you're compliant.

State tax filings additional

Payroll runs should only take a few minutes. You enter the number of hours worked and type (regular, OT, sick, etc.), approve the amounts, and dispatch payments. Annual forms like W-2s can also be generated.

Payroll Basic is \$25/month. It includes federal payroll tax filings, payments to employees, check creation and direct deposit, and free support. **Payroll Plus** (\$39/month) offers all of that plus state payroll tax filings. Each additional employee costs \$1.50/month. There's a 30-day free trial, and you can currently get two additional months at \$9.99 each.

Even if you only have your smartphone with you, you can still process payroll and synchronize it with Online Payroll using free apps for iPhone and Android devices.

Kevin L Baker 5087 France Ave. Minneapolis, MN 55410				Net Pay: \$ 1532.53			
PAY		Hours	Rate	Current	YTD	TAXES WITHHELD	
Regular Pay		80.00	21.50	1720.00	1720.00	Federal Income Tax	157.09 157.09
Overtime Pay		16.00	32.25	516.00	516.00	Social Security	83.41 83.41
DEDUCTIONS				Current	YTD	Medicare	28.80 28.80
Blue Cross				150.00	150.00	MN Income Tax	72.37 72.37
Vanguard				111.80	111.80		
Medical Expense FSA				100.00	100.00		
BENEFITS		Hours Used	Hours Available	SUMMARY			
Sick		0.00	1.54	Total Pay	2236.00	2236.00	
Vacation		0.00	19.08	Deductions	361.80	361.80	
				Taxes	341.67	341.67	
				Net This Check: \$1,532.53			
EMPLOYER TAXES				Current	YTD	COMPANY CONTRIBUTIONS	
FUTA Employer				11.92	11.92	Blue Cross	100.00 100.00
Social Security Employer				123.13	123.13	Vanguard	111.80 111.80
Medicare Employer				28.80	28.80	Total	\$211.80 \$211.80
MN SUI Employer				210.18	210.18		
MN Workforce Development Fee				2.24	2.24		
MN Federal Loan Interest Assessment				1.20	1.20		
MN Additional Assessment				29.43	29.43		
Total				\$406.90	\$406.90		

Figure 2: Before you approve paychecks, you can review and edit them.

Taxes, reports, add-ons

Intuit Online Payroll calculates your tax obligations and sends an email reminder when filings are due; you can e-file in many cases or print and mail. The site's numerous reports are customizable by date, and can be exported to Excel. And add-ons provide specialized services. They include:

- Intuit Online Time Tracking
- Pay-As-You-Go Workers' Compensation
- Intuit 401(k)
- Intuit Health Debit Card

Whether you use this payroll site as a standalone application or integrate with desktop QuickBooks or QuickBooks Online, you'll save much time and frustration. The accurate tax filings it produces will help prevent onerous IRS penalties.

You'll eventually move your accounting tasks into the cloud, anyway. Why not

now? If you have questions or need help, call us.

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