

Setup Guide

Processing Your Payroll

– Version 12.0

In order to complete the activities in the Processing Your Payroll curriculum, review the information in this setup guide to ensure you have the correct modules, case studies, and settings defined.

Software Requirements

Software	Version
Sage MAS 90 and 200	
• Library Master	4.30
• Common Information	4.30
• General Ledger	4.30
• Payroll	4.30
• 2008-Q1 Payroll Tax Table Update	4.30
• Bank Reconciliation	4.30
Core Applications Case Study (SB2 and LA2)*	12.0

***Note:** Refer to the Welcome and Introduction lesson in the Processing Your Payroll course curriculum for information on downloading the case study. Also, your totals may differ if you are using a different tax table update.

You can use Sage MAS 90 and 200 Extended Enterprise Suite when using this curriculum, but be aware the curriculum has not been specifically tested with this version of the software.

Special Security Settings

Some activities may require you to select a specific user of RMD or Supervisor. These users were created in Sage MAS 90 as part of the classroom training and had full access to all tasks, security events, and module options.

- If you are able to create user logons and modify roles, create RMD and Supervisor as users. Assign them to a role with full access to all tasks, security events, and module options. Provide access to all companies created as part of the case study.
- If you cannot create these users, substitute your logon name when prompted to select either RMD or Supervisor.
- If security is not enabled, you may not be able to complete all steps in an activity. For example, some activities may require you to create a specific user logon. If this occurs, skip the activity.