GrandMaster Suite Release Notes

The release notes included in this document are cumulative and include changes beginning from our January 2010 release (v6.00).

Note: The Federal tax changes, effective July 1, 2010, included in this release, are based on the "*Payroll Deductions Formulas for Computer Programs 92nd Edition – T4127JUL(E)*" document released by the CRA on June 18, 2010. There are no changes to the Federal tax rates, income thresholds, or personal amounts for July 1, 2010. However provincial tax changes for Nova Scotia and Newfoundland and Labrador are included in this release. There are no changes to the other provinces or territories.

July 15, 2010 (v6.06)

Summary of Enhancements:

- **CRA account added as a payroll condition group option.**
- **Forced group can now be linked to a fixed group.**

Summary of Fixes (see below for details):

- **ROE Web rejecting submitted ROE data after edit to change pay frequency.**
- **File access error when adding employees to a payroll.**
- **Pay sequences do not advance correctly after Additional pay.**
- **EFT payroll pay sequence does not advance to match current sequence.**

ENHANCEMENTS:

- **CRA account added as a payroll condition group option.**

  This release includes a change that allows you to define a payroll condition group with the employee's CRA account setting as one of the group conditions. These options are *Full Rate, Reduced Rate,* and *Other*. This is useful when you have more than one CRA business number associated with your payroll and you wish to perform functions where the employees are sorted by the CRA account.

- **Forced group can now be linked to a fixed group.**

  We have made several changes with this release that allow you to assign a fixed group when assigning a forced group selection when defining a user ID. Additionally, with this change when defining a fixed group from within a payroll the payroll ID number will be assigned to the group. This will enable you to view groups for the current payroll only. Further, the group list provides you with an option to view groups with a zero payroll ID so that you might re-save pre-defined fixed groups with the payroll ID from which they were created.

FIXES:

- **ROE Web rejecting submitted ROE data after edit to change pay frequency.**

  Prior to this release if you created a file for submission to the ROE Web service and had changed the pay frequency through an edit, the file was rejected by HRSDC because the pay frequency was not included in the file. This error was the result of an error in logic when trying to save the edited pay frequency. With this release a correction has been made that ensures that the edited pay frequency is saved correctly and ultimately included in the ROE Web file.

- **File access error when adding employees to a payroll.**

  When adding an employee to the payroll without using the template option a fatal file access error referencing the audit.dat file was encountered. In the process to add the employee without the use of a template the audit file was not opened for input/output when the process was updating an employee's base earning. We have made a change to correct this and included the change in this release.

- **Pay sequences do not advance correctly after Additional pay.**

  On the prior version we added the ability to choose the Normal pay sequence that you wish to link or associate an Additional pay sequence with. However, if the Normal pay sequence chosen was not the most immediate closed Normal the pay sequence number did not advance correctly on the close of the Additional pay putting your sequences out of order. We have included a fix to correct this problem in this release.

- **EFT payroll pay sequence does not advance to match current sequence.**

  If you had converted from *GrandMaster I*© or *GrandMaster II*© and you also used the EFT module to transmit pay information to a financial institution to pay your employees, the pay sequence that was loaded into the EFT File Creation dialog list box did not match the current closed sequence and did not advance. This would result in you having to change the run or sequence numbers for your payroll(s) each and every time you went to generate an EFT file. This error was related to a problem with the conversion programs that resulted in a second pay history record existing for the last sequence control data. When you used the EFT the sequences loaded into the EFT create process were always the sequence at the time of the payroll conversion. A change has been made to accurately find the proper closed pay sequence for your EFT file.

Note: The Federal tax changes, effective July 1, 2010, included in this release, are based on the "*Payroll Deductions Formulas for Computer Programs 92nd Edition – T4127JUL(E)*" document released by the CRA on June 18, 2010. There are no changes to the Federal tax rates, income thresholds, or personal amounts for July 1, 2010. However provincial tax changes for Nova Scotia and Newfoundland and Labrador are included in this release. There are no changes to the other provinces or territories.

June 25, 2010 (v6.05)

Summary of Enhancements:

- **The Customized Payroll Report now includes option to print/export employee template.**
- **Email Pay Statements now allows you to include Username/Password for mail client.**
- **Full Time Equivalency Report/Export added.**
- **New garnishment deduction method added.**
- **Federal tax override/calculation method added to Customized Payroll Report options.**

- **The CRA account is added to the Payroll Condition Group options.**
- **The Additional pay type now allows you to select which Normal to assign it to.**

Summary of Fixes (see below for details)**:**

- **A YTD override to WCB is not adjusting the employee YTD amount correctly.**
- **The Next/Previous employee selection option not working correctly with a group.**
- **The Payroll Range Report Totals WCB and EHT incorrectly when using groups.**
- **The GrandMaster II© conversion would duplicate employees each time performed.**
- **The GrandMaster II© conversion program mishandles the Anniversary Date.**
- **The Grandmaster II© conversion mishandles payroll directory names.**
- **The Employee Accumulator Report export mislabels the payout flag.**
- **EI not shown correctly when employee has no earnings but a negative deduction.**
- **Numeric values imported incorrectly in the Import Pay Hours process.**
- **Deduction calculation 21 does not produce a result for those exempt from CPP.**
- **The Transaction Report does not export the correct Gross Pay amounts.**

ENHANCEMENTS:

- **The Customized Payroll Report now includes option to print/export employee template.**

  With this release we have added the options to include the employee's base or default template on a printed report or in an export file. This new option is useful where you make use of the employee templates to modify employee information or rates.

- **Email Pay Statements now allows you to include Username/Password for mail client.**

  For users who do NOT have their own company mail server and use another mail client to send or receive email the process to email pay statements was not successful because the email client was requiring a *User Name* and *Password* in order to send mail through the mail server. Therefore, we have added the option to assign your *User Name* and *Password* when generating the pay statements for email to authenticate the user with the mail server.

- **Full Time Equivalency Report/Export added.**

  This release contains the new *Full Time Equivalency Report/Export*. This report option allows you to produce a report or export file that will provide you with employee full time equivalency information based on the settings you choose. This new reporting tool can be helpful when for budgeting purposes.

- **New garnishment deduction method added.**

  This release includes a new deduction calculation method specifically for garnishments. This method (code 165) will deduct the stat deductions and selected deductions from the employee's gross pay. It allows you to assign and exemption amount based on single or with dependants. Then the garnishment will be a percentage of the gross pay if it does not exceed the gross less deductions and the employee's exempted amount.

- **Federal tax override/calculation method added to Customized Payroll Report options.**

  We have made a change to the *Customized Payroll Report* to allow you to select the federal tax override or calculation method as a report or export option. This change allows you to produce a report that will show what tax calculation method or override is currently used for an employee when calculating a pay.

- **The CRA account is added to the Payroll Condition Group options.**

  With this release we have made a change to the *Payroll Condition Group* definition options to allow you to choose the CRA account as a condition of the group. This is useful when you have more that one CRA account number in effect and you wish to create groups based on the employee's membership of one of the CRA accounts.

- **The Additional pay type now allows you to select which Normal to assign it to.**

  We have made a significant change in the set up of an *Additional Pay* calculation type. The change, included in this release, works similar to the *Reversal Pay* type where you will be prompted to select a *Normal Pay* to associate the Additional with from the list of prior pay sequences. You will not be able to select a pay sequence from a prior year or a pay sequence other than a Normal. This change would allow you to have an Additional pay calculated based on earnings from a prior pay period other than the Normal pay that immediately preceded the Additional. This change results in employee EI information being correctly recorded for employees and there is no longer a need to manually edit employee EI history to remove *Nil* pay periods.

FIXES:

- **A YTD override to WCB is not adjusting the employee YTD amount correctly.**

  If you had overrides to WCB and there were existing balances for multiple WCB provinces the override did not properly adjust the cumulative YTD balance. This problem seemed to be isolated to instances where you were keying overrides to a province other than the one that the original transactions had been keyed to. For instance, if an employee had a YTD balance for WCB of 100.00 for BC and you keyed the override of -100.00 to AB because the employee had moved, the calculation would not reduce the WCB YTD balance to zero leaving a residual balance. This has been corrected in this release with a change to the WCB processing.

- **The Next/Previous employee selection option not working correctly with a group.**

  When you have a group in effect and attempted to navigate through the employee database by using the *Next* or *Previous* option in most cases you would encounter a warning message indicating that there were no more employees even though there were. This error was the result of internal processing done when loading the group and setting the employee group offset or position in the group list. With this release, we have made a change to address this issue by including the group offset as part of the employee list when a group is in effect. This would allow the process to use the correct offset position when using the Next/Previous options to find the next employee. When a group is not in effect the group offset will be initialized to a value of zero.

- **The Payroll Range Report Totals WCB and EHT incorrectly when using groups.**

  When you produced a *Payroll Range Report* using a group the final totals would be correct except for the WCB and EHT totals. These totals would be for the entire database and not restricted by the group in effect. A change has been made, and included in this release, to correct this situation and ensure that when adding amounts to the totals for WCB and EHT the employee is a member of the group.

- **The GrandMaster II© conversion would duplicate employees each time performed.**

  When re-converting data from *GrandMaster II©*, employees would be added to the Registry again even if you had chosen the *"Match Employee Numbers on File"* option in the conversion process. .This error occurred because on the initial conversion the employee badge number was written to the database as left justified. However, when re-converting the conversion program would initially right justify the employee badge number prior to searching the database to see if the employee existed. Since the process would not find a match due to the problem in justification of the employee badge numbers the re-conversion would make the assumption that the employee was new and write another record for the employee. This problem has been corrected with a change included in this release.

- **The GrandMaster II© conversion program mishandles the Anniversary Date.**

  When converting data from *GrandMaster II©*, the *Anniversary Date* was not converted to the correct field. Prior to this release the conversion process would move the *Start Date* from *GrandMaster II©* and apply it to both the *Start Date* and the Initial *Hire Date*. With this release the *Anniversary Date* will now be converted to the *Initial Hire Date*.

- **The Grandmaster II© conversion mishandles payroll directory names.**

  If you are converting more than one payroll from *GrandMaster II©* during the same session and have to add the new payroll directories the add payroll process could write an incorrect directory. This would occur if the first payroll added had a longer name than the second. This error was not isolated to the conversion process and would occur at any time when adding multiple payrolls to the database in the same session. When this error occurs the second payroll directory would be written to your database with the remaining characters from the first payroll at the end. For example, if you have two payrolls to add to the database with one named *"Warehouse"* and the second named *"Office"* the process would correctly write the path for *"Warehouse"* but the *"Office"* payroll would have a directory named *"Officeuse"*. This error was a simple initialization problem when stringing the payroll directory name to the payroll path and has been corrected with this release.

- **The Employee Accumulator Report export mislabels the payout flag.**

  When exporting employee accumulator data with the *Employee Accumulator Report,* the payout flag was exported as *"Never Payout"* regardless of the actual setting. This error was related to an omission in the export section of the report program. With this release a change has been made to correctly determine the payout flag setting for the employee accumulator during the export routine.

- **EI not shown correctly when employee has no earnings but a negative deduction.**

  When an employee is paid by a negative deduction and taxable benefit amount, did not have earnings for the sequence and EI was the only statutory deduction applicable, EI amounts are shown in the calculation results but not included on the *Interim Payroll Register* report. This error resulted from an invalid read of the result file when attempting to read the EI data record and has been corrected with this release.

- **Numeric values imported incorrectly in the Import Pay Hours process.**

  When you imported data using the *Import Pay Hours* process from a spreadsheet the values were being mishandled on the import. For example, if the hours to be imported were 10 the imported hours would be 100. This error was caused by the data conversion process from the spreadsheet file when the imported value was defined in the spreadsheet as *"Accounting"* and in the spreadsheet would place an assumed *$* as the leading character. During the conversion process where the import program converted you r spreadsheet data the *$* resulted in the position of the imported values to off by one place making the value of 10 become 100. A change has been made to the conversion program to correct this issue and it is included in this release.

- **Deduction calculation 21 does not produce a result for those exempt from CPP.**

  The deduction calculation method 21 did not produce a result for any employee who was exempt from CPP/QPP. However, the calculation should still have been able to calculate a result based on the description of the method as determining the result by subtracting the employee CPP/QPP amount from the result of a multiplication of the rate you set by the pensionable earnings as selected. When and employee is exempt from the CPP/QPP calculation this deduction should still be able to determine the rate by earnings value. A change has been made in the calculation formula to correct this and it is included in this release.

- **The Transaction Report does not export the correct Gross Pay amounts.**

  When you exported employee *Gross Pay* or *Net Pay* information in the *Transaction Report* the values included in your export file were the same for all employees. This error was the result of the use of the wrong variable when putting the data out to the export. With this release a correction has been made to use the sort value to ensure that the amounts put out to export matched the employee.

February 19, 2010 (v6.02)

Summary of Enhancements:

- **Cheque Register report now exports EFT data.**
- **New LTD deduction calculation method added.**
- **The HR Profile report now includes rate table pay rates along with row and column.**
- **Tick List label changed to properly describe the process.**

Summary of Fixes (see below for details):

- **YTD adjustment/overrides are not processed correctly when creating a year-end file.**
- **QPIP Insurable Earnings incorrectly printing on T4 statements.**
- **Year-end T4A XML file total slip count incorrect.**
- **Employee Profile Report does not print pay sequence detail prior to a Reversal pay.**
- **Employees not found or process hanging with "Next/Previous" options in T4 Edit.**
- **The Remittance report is not picking up full rate business number data.**

ENHANCEMENTS:

- **Cheque Register report now exports EFT data.**

  This release contains a change to the *Cheque Register* report allowing you to export *Electronic Funds Transfer (EFT)* transactions. Prior to this release you would not be able to include *EFT* transactions in the export file.

- **New LTD deduction calculation method added.**

  We have added a new deduction calculation method specifically for *Long Term Disability (LTD)* calculations. This new method allows you to set a rate per $100 of coverage and to set percentages for three levels of income including a monthly maximum. This calculation bases the employee income on standard hours per period and will not vary based on the number of hours worked.

- **The HR Profile report now includes rate table pay rates along with row and column.**

  The *HR Employee Profile* report has been enhanced to include employee pay rates that are derived from a rate table. Prior to this release the report would only display the row and column of the earning rate table. With this release you will also see the actual rate along with the row and column.

- **Tick List label changed to properly describe the process.**

  The *Tick List* menu label has been changed to properly describe the process you are selecting. Prior to this release the label used was *"Edit"* however, this did not accurately describe the selection and has been changed to read *"Assign"*. This change has also been applied to the *Check List* menu option.

FIXES:

- **YTD adjustments/overrides are not processed correctly when creating a year-end file.**

  If you had YTD adjustment/override transactions and create your year-end file without the "Use YTD's" option selected, the resulting file did not correctly report the year-end data where you had YTD adjustment/overrides. This has been corrected with this release.

- **QPIP Insurable Earnings incorrectly printing on T4 statements.**

  Prior to this release *QPIP Insurable Earnings* were being reported on the employee T4 incorrectly and when not required as per the CRA specifications. Programming changes have been made and included in this release to correct the display of the *QPIP Insurable Earnings*.

- **Year-end T4A XML file total slip count incorrect.**

  When you created an XML file to report your year-end T4A data the total slip count reported in the XML file was incorrect. We have made a change, included in this release,.

- **Employee Profile Report does not print pay sequence detail prior to a Reversal pay.**

  When you printed the *Employee Profile Report* based on pay sequence data where a Reversal pay calculation was included, the report would not put out pay sequence information prior to reversal calculation. This release includes a program change that corrects this issue.

- **Employees not found or process hanging with "Next/Previous" options in T4 Edit.**

  In some circumstances when navigating through the year-end file from the *Year-end File Edit* dialog box using the *"Next"* or *"Previous"* buttons, employee records were not found or the process would hang. We have made a change to correct this issue however, it was isolated to cases where you inserted year-end file records outside of a payroll and did not assign a payroll to the record.

- **The Remittance report is not picking up full rate business number data.**

  Under certain conditions the Remittance report would bypass the totals for a specific business number when printing the total page. This occurred when you had an employee who has changed from one business number to another and was no longer active. Additionally, the reported occurrence applied to an employee who was the last employee in the database. This release includes program changes that correct this problem.

January 15, 2010 (v6.01)

Summary of Enhancements:

- **The Web installer modified to clarify the install process.**

Summary of Fixes (see below for details):

- **Adjustments to CPP/QPP are not creating the benefit transaction for the journal entry.**
- **Email pay statement log file will not open when associated with Word 2007.**
- **The T4/T4A Data Report doesn't show employee data when birth date is missing.**
- **The T4/T4A Data Report does not show employer EI totals in the final totals.**
- **The Customized Payroll Report takes much longer to complete than prior releases.**
- **Transfer Balance accumulator method could cause pay calculation to hang.**
- **Export from Customized Payroll Report does not give expected results.**

- **Pay Period EI Override does not update correctly on change of pay frequency.**
- **Import of employee deduction rates does not update employee specific rate flag.**
- **New employees missing from Customized Payroll Report.**

ENHANCEMENTS:

- **The Web installer modified to clarify the install process.**

  This release includes a change to the Web installer program to clarify the install process. There were some who were confused with the initial welcome screen and would opt for the *"Cancel"* button instead of clicking on the *"Finish"* button to allow the installer to finish the installation process. With this release the Web installer has been modified to include a clearer message on the welcome screen so that the user knows what to do to continue with the install.

FIXES:

- **Adjustments to CPP/QPP are not creating the benefit transaction for the journal entry.**

  After adjusting an employee's CPP/QPP deduction or YTD deduction the benefit portion generated was not present in the *Journal Entry* report. This was due to the calculation process not creating the appropriate benefit transaction that is necessary for the journal entry. This has been corrected and included in this release.

- **Email pay statement log file will not open when associated with Word 2007.**

  A change by *Microsoft* to the *Word 2007* and beyond software resulted in the email pay statement log file not being able to be viewed using Word. This was related to a *Microsoft* security fix that affected to the converter program *mswrd632*. While the fix they suggest works for most there are still some users that indicate that the *Microsoft* fix still does not allow them to view this file. Therefore, we have made a change to the program to write this log file as a *.txt* file instead of a *.doc* file.

- **The T4/T4A Data Report doesn't show employee data when birth date is missing.**

  A recent change to the *T4/T4A Data Report* to provide a CPP/QPP *"Should be"* message required that the employee have a birth date present. In some cases, users had employees without a birth date and while there was a year end record for the employee the *T4/T4A Data Report* would not show year end data. This has been corrected with this release.

- **The T4/T4A Data Report does not show employer EI totals in the final totals.**

  With the recent redevelopment of the *T4/T4A Data Report* so that unused boxes were not printed on the report resulting in less waste and a smaller report also resulted in the final totals not including the employer EI amount. This was an error of omission in the program logic that handled the print of the final totals and a correction has been made to rectify this problem.

- **The Customized Payroll Report takes much longer to complete than prior releases.**

  Recent changes to the process to obtain historical data for use with the *Customized Payroll Report* and other reports or programs would in some cases result in the reports taking substantially longer to complete than before. While the changes made were intended to enhance, improve, and make the process quicker and more efficient it did not always attain that goal. Therefore, with this release we have reverted to the original method.

- **Transfer Balance accumulator method could cause pay calculation to hang.**

  An accumulator that was defined to use the *Transfer Balance* calculation method to be processed on a specific date would result in the program calculation hanging if the accumulator that it was dependant on also was set to be processed on a specific pay or date after the transfer balance accumulator. The original logic would have the parent accumulator set to *"no evaluate"* status when evaluating or processing on a specific date and would still be considered as *"On"*. However, a transfer balance accumulator that is dependant on another would continue to wait until the parent accumulator had been processed prior to performing the transfer. If the parent accumulator is set to *"no evaluate"* the transfer balance would wait or hang the system as it awaited the results of the parent. Therefore, with this release any accumulator set to "no evaluate" would also be set internally to an *"Off"* position so that other accumulators that might be dependant upon it would be able to continue.

- **Export from Customized Payroll Report does not give expected results.**

  When exporting employee data from the *Customized Payroll Report* asking for gross earnings and specific deductions, employees who did not have data for the selected deduction were also bypassed from the export even though they had gross earnings. This was not consistent with the printed report and has been corrected with this release.

- **Pay Period EI Override does not update correctly on change of pay frequency.**

  The *Pay Period EI Override* field, found in the employee's *Payroll Specific Information*, when not used to override the EI weeks would display the default EI weeks based on your pay frequency. If you have reason to change the pay frequency the override was not automatically updating to the default setting based on the new pay frequency. A change has been made to correct this problem.

- **Import of employee deduction rates does not update employee specific rate flag.**

  If you import employee deduction rates that include rate changes to a deduction that has been set to use *"Employee Specific Rates"* the setting is not changed when you assign a table row in the import. With this release we have modified the program to ensure that when you import changes to an employee's deduction and there is a table row assignment in the import the *"Employee Specific Rates"* flag will be turned off.

- **New employees missing from Customized Payroll Report.**

  Prior to this release if you defined a report in Customized Payroll Reports that was only reporting employee miscellaneous data and you did not request pay history, new employees were not included in the report. This was related to logic in the program that would bypass employees who did not have pay history for the date range selected. With this release a change has been made that addresses this issue.

Note: The January 2010 Federal tax changes, included in this release, are based on the "*Payroll Deductions Formulas for Computer Programs – T4127(E) Rev. 10*" document released by the CRA on December 15, 2009.

Additionally, employees who have personal exemption amounts that are greater than the federal or provincial base amount for 2010 will need to resubmit personal exemption forms and have these new amounts updated in Payroll Specific Information prior to running a 2010 pay to take advantage of the tax savings based on the new exemption.

December 18, 2009 (v6.00)

Summary of Enhancements:

- **Pay Period EI Override added allowing you to override the number of EI weeks.**

- **Skip when no Values option enhanced in Import Pay Adjustments.**

Summary of Fixes (see below for details)**:**

- **Incorrect or missing EI and WCB amounts after conversion from GrandMaster II.**
- **EI YTD totals incorrect on a Customized Payroll Report.**
- **The “Next” and “Previous” options not working properly when editing year-end file.**

ENHANCEMENTS:

- **Pay Period EI Override added allowing you to override the number of EI weeks.**

  With this release we have added a new option to an employee’s *Payroll Specific Information* to allow you to override the normal number of weeks used to calculate a pay. For example, if your pay frequency is bi-weekly the number of EI weeks per pay would be 2 weeks. However, if you have an occasion where an employee’s pay for the current period should be spread over 3 weeks you may now change the EI Weeks override field to reflect this and when calculating the EI and tax amounts will be based on the 3 week period instead of the regular 2 weeks. This change will modify the pay frequency value for the employee when calculating the pay. When you close your pay period the original weeks setting will be restored.

- **Skip when no Values option enhanced in Import Pay Adjustments.**

  When importing pay overrides using the *Import Pay Adjustments* option records with no value were being imported even when the *“Skip when no Values”* option was selected. With this release we have made a change that would ensure that any records without hours or amounts will be bypassed during the import process. The prior logic would only bypass zero value records when the import option was a pay adjustment instead of an pay override.

FIXES:

- **Incorrect or missing EI and WCB amounts after conversion from GrandMaster II.**

  When converting pay data from *GrandMaster II* EI amounts were not converted and employees had WCB amounts after the conversion when they did not have WCB values in *GrandMaster II*. This problem was related to the initialization and update of the provincial records used to store EI and WCB data and has been corrected for this release.

- **EI YTD totals incorrect on a Customized Payroll Report.**

  When you have employees with EI amounts to multiple provinces the *Customized Payroll Report* did not correctly report the EI YTD amount. This problem has been corrected.

- **The “Next” and “Previous” options not working properly when editing year-end file.**

  When using the *“Next”* and *“Previous”* options to navigate through the year-end file data there were instances when the option did not work and you could only access employee year-end file data by using the *“Select Employee”* option. This problem seemed to be isolated to employees with multiple year-end file records. With this release a change has been made to correct this problem ensuring that when you have employees with multiple year-end file records that you are still able to properly and efficiently navigate through these records.