## PAYROLL REPORTS CROSSWALK 17.0 TO 2013.1

Below is a list of payroll reports from the old software and where to find them in the new software.

| Path in Old Software Payroll → Reports | Report Name in Old Software | Path in New Software: Unless otherwise indicated, the below reports follow the path: Payroll → Reports & Statements → | Report Name in New Software |
|---|---|---|---|
| General Payroll Reports → | Appropriation Account Summary | Exact format not available in new software. Suggested reports to review: Accounting → Reports & Statements → Appropriation Reports → | Appropriation Ledger or Appropriation Status Filter Type Payroll Set Options to Include Batch Items |
| General Payroll Reports → Batch → | Earnings + Credits | Batch Reports –Wages | Batch Wage Earnings and Credits |
| | Withholdings | Batch Reports - Wages | Batch Withholding Detail Batch Withholding Summary |
| | Leave | Batch Reports -Wages | Batch Employee Leave |
| | Employer's Share | Batch Reports -Wages | Batch Withholding Detail Batch Withholding Summary |
| | Appropriation Account Balances | Accounting → Reports & Statements → Appropriation Reports → | Appropriation Status Set Filter Type to Payroll Set Option to Include Batch Items |
| | Detail Wages | Batch Reports -Wages | Batch Wage Detail |
| | Summary Wages | Batch Reports -Wages | Batch Wage Summary |
| | Withholding Payments | Batch Reports – Withholdings | Batch Withholding Payment Detail |
| General Payroll Reports→ | Leave | Leave Reports | Leave Detail Leave Summary Report Leave Adjustment |

| Path in Old Software Payroll → Reports | Report Name in Old Software | Path in New Software: Unless otherwise indicated, the below reports follow the path: Payroll → Reports & Statements → | Report Name in New Software |
|---|---|---|---|
| General Payroll Reports→ | Memo Charges | Accounting → Reports & Statements → Payment Reports | Payroll Posting Detail |
| General Payroll Reports→ Payee → | Payee Detail | **General** → Reports & Statements → Vendor/Payee Reports | Vendor/Payee Payment Register Filter by Type: Payroll Withholding |
| | Payee Information | **General**→ Reports & Statements →Vendors/Payees | Vendor/Payee Detail with Locations Filter by Type: Payroll Withholding |
| General Payroll Reports→ Payroll Utilities → Adjust → | Current Year Withholdings | Withholding Reports | Withholding Detail Set Filter to Cleared |
| | Prior Year Withholdings | Withholding Reports | Withholding Cleared Detail |
| | Reallocate Payments | Payroll payment reallocation not available in current release of New Software | |
| General Payroll Reports→ | Transaction Log | **General**→ Reports & Statements → | Transaction Log |
| General Payroll Reports → Wages → | Employee Detail Adjustment | Wage Reports | Wage Detail |
| General Payroll Reports → Wages → Payroll Register → | Detail | Wage Reports | Wage Earning Detail |
| | Summary | Wage Reports | Wage Earning Summary |
| General Payroll Reports → Wages → | Summary by Income | This format is not available in new software. Suggested report to review: Wage Reports | Wage Earning Detail or Wage Earning Summary |
| General Payroll Reports → Wages → Wages and Overtime → | Wages and Overtime - Detailed | Wage Reports | Wages and Overtime Detail |

| Path in Old Software Payroll → Reports | Report Name in Old Software | Path in New Software: Unless otherwise indicated, the below reports follow the path: Payroll → Reports & Statements → | Report Name in New Software |
|---|---|---|---|
| General Payroll Reports → Wages → Wages and Overtime → | Wages and Overtime - Summary | Wage Reports | Wages and Overtime Summary |
| General Payroll Reports→ Withholding → | Withholding Fund Allocation | Withholding Reports | Withholding Fund Allocation |
| | Withholding History | Withholding Reports | Withholding History |
| | Withholding Information Listing | Withholding Reports | Withholding Information Listing |
| | Withholding Summary by Department | Withholding Payments → | Wage Withholding Summary or Wage Withholding Detail Filter: Status All, Posted or Batch Sorting: Group and subtotal by Department Options: Select items to show Departments: Select Departments |
| | Withholding Summary by Employee | This format is not available in new software. Suggested reports to review: Withholding Payment Reports → or Batch Reports – Withholdings → | Withholding Payment Detail or Batch Withholding Payment Detail |
| General Payroll Reports→ Withholding → Unpaid → | Withholding Monthly | Withholding Reports | Withholding Summary Set Filter to Unpaid |
| | Withholding Detail | Withholding Reports | Withholding Detail Set Filter to Unpaid |
| General Payroll Reports→ Withholding → Paid → | Withholding Monthly | Withholding Reports | Withholding Summary Set Filter to Paid |

| Path in Old Software Payroll → Reports | Report Name in Old Software | Path in New Software: Unless otherwise indicated, the below reports follow the path: Payroll → Reports & Statements → | Report Name in New Software |
|---|---|---|---|
| | Withholding Detail | Withholding Reports | Withholding Detail Set Filter to Paid |
| General Payroll Reports→ Withholding → Over/Under Payments → | Over Payments | Withholding Reports | Withholding Overpayments |
| | Refunds | Withholding Reports | Withholding Overpayments |
| General Payroll Reports→ Withholding → | Payments → Child Support/Garnishments/Misc. | Withholding Payment Reports | Child Support, Garnishment and Misc. |
| | Payments → Withholding Payments by Withholding ID | Withholding Payment Reports | Withholding Payment by Withholding ID |
| | Payments → Withholding Payments by Employee | Withholding Payment Reports | Withholding Payment Detail |
| | Payments → Withholding Payments Detail | Withholding Payment Reports | Withholding Payment Detail |
| Information & Status Reports → Entity → | Department Listing | **General** → Reports & Statements | Department Listing |
| | Earning Information Listing | Entity Reports → Earning Report | Earning Listing |
| Information & Status Reports→ Employee → Additional Information → | Employee Additional Information | Entity Reports → Additional Information Report | Additional Information Listing |

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|---|---|---|---|
| Information & Status  Reports→ Employee → | General Information | Employee Reports | Employee General Information |
| | Information Sheets | Employee Reports | Employee Information Sheets |
| | Listing | Employee Reports | Employee Listing |
| | Mailing Labels | Not available in New Software | |
| | Probation | Employee Reports | Employee Probation |
| | Revision Due Date | Employee Reports | Employee Revision Due Date |
| | Skip Deduction | Employee Reports | Employee Skip Withholding |
| Information & Status  Reports→ Tax Reports → | Federal Tax | Tax Reports - Federal | Federal Tax Reports |
| | Tax Reports → Ohio State Tax | Tax Reports - Other | Ohio Tax Report |
| | Tax Reports → School Tax | Tax Reports – Other | School Tax Report |
| | Tax Reports → Local Tax | Tax Reports - Other | Local Tax Report |
| | Tax Reports → 941 Schedule B | Tax Reports – Federal | 941 Schedule B Report |
| Information & Status  Reports → Monthly Reports → OPERS → | OPERS-G Gov't OPERS-L Law Enforcement | External Forms | OPERS Contributions |
| | OPERS Non-Contributing | External Forms | OPERS Non-Contributing |
| | OPERS Remittance Advice | External Forms | OPERS Remittance |

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| Path in Old Software Payroll → Reports | Report Name in Old Software | Path in New Software: Unless otherwise indicated, the below reports follow the path: Payroll → Reports & Statements → | Report Name in New Software |
|---|---|---|---|
| Information & Status Reports → Monthly Reports → OP&FPF → | OP&FPF | External Forms | OP&FPF Contributions |
| | OP&FPF Summary of Payment | External Forms | OP&FPF Remittance |
| Information & Status Reports → Quarterly Reports → | 941 | External Forms | 941 Federal Quarterly |
| | Quarterly Reports → EIC | No Longer Necessary after 2012 | |
| | Quarterly Reports → ODJFS → Forms | External Forms | ODJFS Wage Detail |
| | Quarterly Reports → ODJFS → New Hire | External Forms | ODJFS New Hire |
| Information & Status Reports→ Yearly Reports → | W-2 Report | External Forms | Will be available for 2013 wages |
| | Print W-2 and W-3 Forms | External Forms | W-2 and W-3 Forms Will be available for 2013 wages |
| | 944 | External Forms | 944 Federal Annual |