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TO: UAN Users
FROM: UAN Support
DATE: March 26, 2013
SUBJECT: 2013.2 Overview

Prior Year Reports

- **2007 Prior Year Reports** will be removed during this update. If you have not already done so, print any needed 2007 reports or save them to PDF before installing this update.

2013 Tax Table Update

- Everything included in the 2013 Tax Table Update from January 31 is also in this update. The overview listing those changes is available on the UANLink website:
<http://uanlink.auditor.state.oh.us/pdf/communications/2013TaxTableOverview.pdf>

Accounting Reports

- **Payment Listing** will now include the payment purpose if “Print Purpose Information” is selected on the report Options tab.
- **Appropriation Payment Register** will now include batch payments against a PO or BC if “Batch” is selected on the report Filters tab.
- **Appropriation Status** will now include batch payroll items if “Include batch items” is selected on the report Options tab.
- **Purchase Order Detail** and **Purchase Order Listing** will now report batch items if “Batch” is selected on the report Filters tab.
- **Fund Activity** now operates faster.

Payroll

- **941 Federal Quarterly** form is now available in:
Payroll > Reports & Statements > External Forms > 941 Federal Quarterly
- **941 Schedule B** report is now available in the report drop-down in:
Payroll > Reports & Statements > Tax Reports – Federal

- **ODJFS Wage Detail** form is now available in:
Payroll > Reports & Statements > External Forms > ODJFS Wage Detail
- **Withholdings Editor** is now available in:
Payroll > Maintenance > Withholdings Editor
This replaces the old software Change Global Withholdings screen, for quickly reviewing and/or editing multiple employee share withholding amounts.
- **Wage stubs** now properly report leave balances for leaves that have been used during the year but are not included on the current wage.
Reprinted / reissued stubs of previously posted wages will not reflect this update.
- **Wage Earnings Summary** and **Wage Earnings Detail** reports now operate faster and should no longer print blank when including multiple employees or pay periods.
- **Wage Detail** and **Batch Wage Detail** reports now properly report used leave hours on batch wages.
- **All wage reports** now include wages paid during the year for deactivated departments.
- **Federal and Ohio Wage Bases** now properly include wages posted in temporary payroll mode where the employee earnings were insufficient to withhold Federal or Ohio tax.
- **Batch Withholding Payment Detail** report now properly reports fringe benefit and employer share withholding amounts for earnings split among multiple account codes.
- **Local Tax** report now properly reports local wages with cafeteria withholdings.
- **EFT and EFT Utility** [File] and [Re-File] functions now always save the file to the C:\ drive even if the computer default directory is set to a different drive.
Previously saved files will not reflect this update. The EFT Utility [Re-File] function will create a new file from an existing EFT batch, if one is required.
- **OPERS Remittance** report [Add] function now uses the first 5 digits of the Account# from the OPERS payee in General > Maintenance > Vendors \ Payees, with an appended 0 (for wages with OPERS Regular withheld) or 8 (for wages with OPERS Salary Reduction or Fringe Benefit withheld).
Previously saved files will not reflect this update. The [File] function will create a new file from an existing report, if one is required.
- **OPERS Remittance** report [Add] function now properly reports the contribution amount for earnings split among multiple account codes.
Previously saved reports will not reflect this update. If a saved report is incorrect, [Delete] the report and [Add] it again after installing this update.

- **Payroll Manual** and **Need Help? button** now include payroll report descriptions, as well as sections for the new 941 Federal Quarterly, 941 Schedule B, ODJFS Wage Detail, and Withholdings Editor.

Budget

- **Financial Worksheets** now include account code descriptions.
- **Financial Worksheet reports** now include account code descriptions when “Include: Account Codes” is selected on the Report tab.

Training

- **UAN Training** software now allows posting Withholding Payments and Leave Balance Adjustments.