TemplaCMS Newsletter

V6.1.0 | Update 2024.10 | October 2024

COMMERCIAL STATEMENT

This document is subject to any terms as per teamsoftware.com/legal.

TABLE OF CONTENTS

INTRODUCTION

This document details changes made to TemplaCMS and features added this month as an update release following the formal release of version 6.1.0.

All menu paths provided are based on the standard UK menu structure, as such certain options may be found in different locations where the menu navigator has been altered by the client.

Training

Note: Where new functionality has been introduced, it is imperative that a full understanding of the implications for set-up and use are resolved by the client.

In some instances, where the new functionality is minimal, the TEAM Software Customer Success Manager can cover this with the client. However, where the functionality is not minimal or has implications elsewhere in the system, training must be provided by the TEAM Software implementation team to the client, a note to this effect will be added to the relevant sections.

# DATA DISPOSAL AUTOMATION

Background

Data disposal has previously required a user to manually run the process when required. It is now possible to define a frequency on each data disposal configuration so the jobs can be scheduled to run regularly.

Data Disposal

Each data disposal configuration now has a frequency on it being one of:

- Days
- Weeks
- Months
- Years
- Once only

When set to anything other than **Once only**, a frequency count must also be entered.
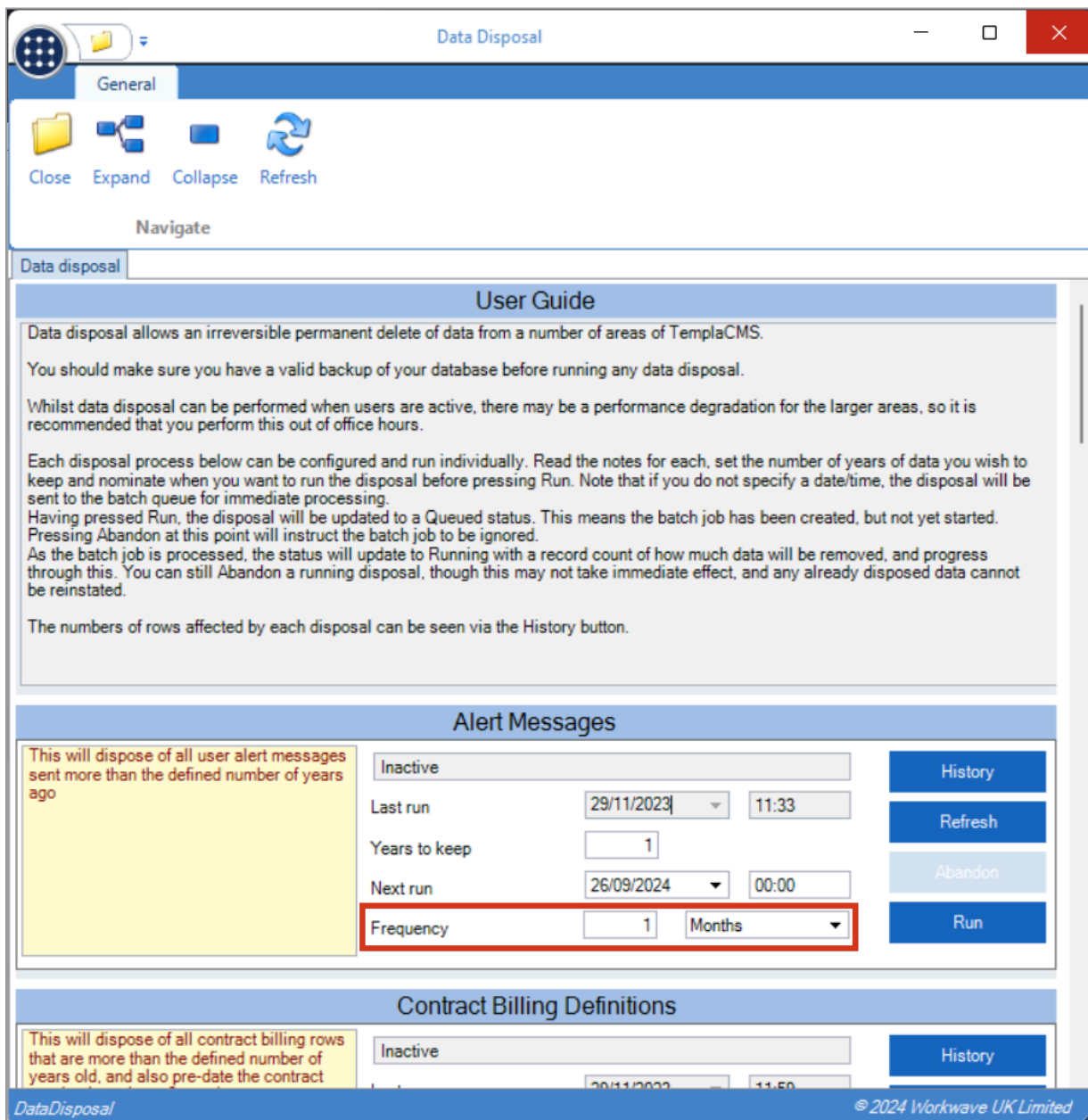
When a frequency is entered and the batch job has finished, another batch job is then automatically scheduled to run based on the configured frequency.
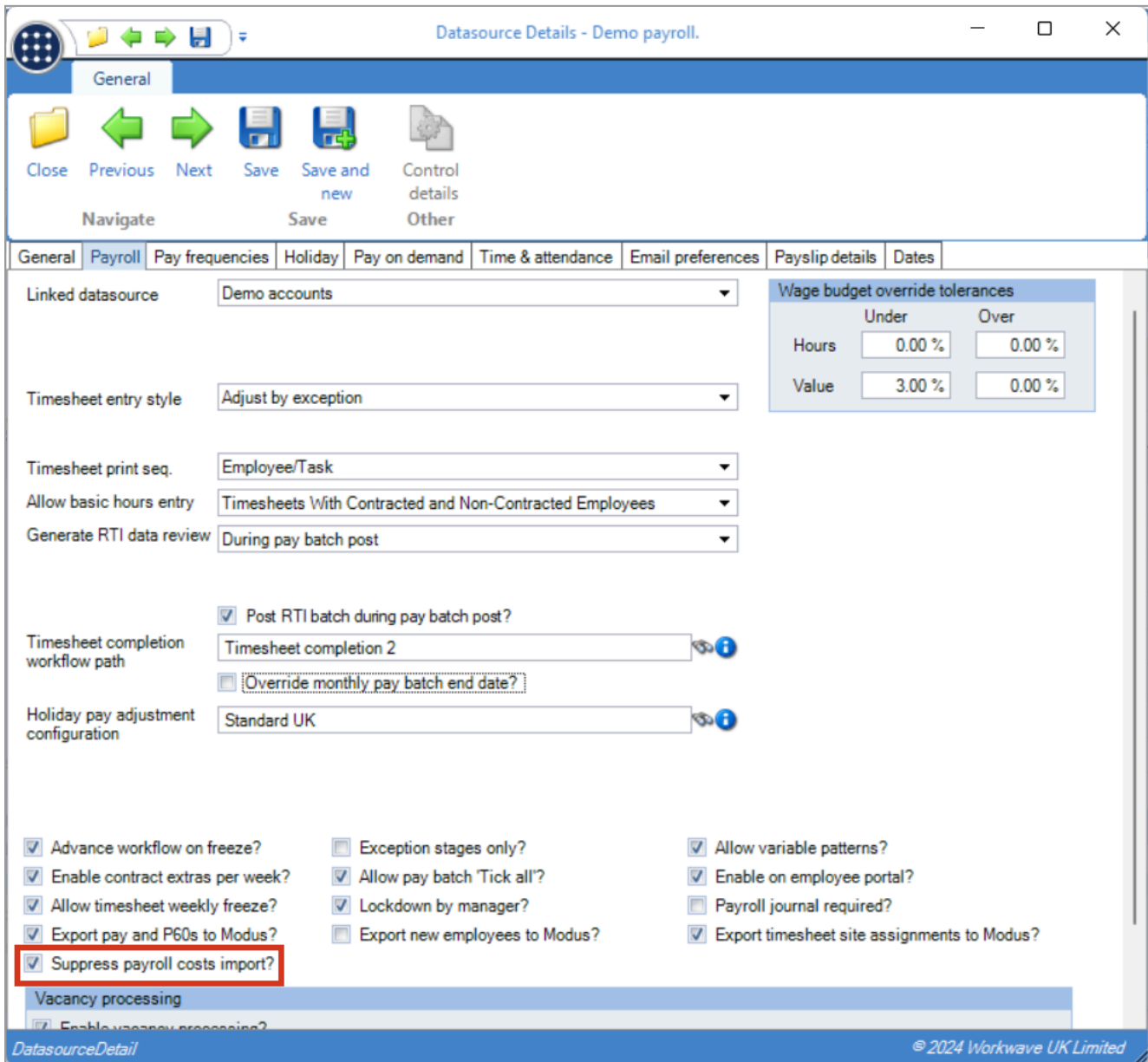
SUPPRESS PAYROLL COSTS IMPORT

Background

When a pay batch is posted, a batch job is created to handle the import of payroll costs from the payroll processing system. Previously, for certain TemplaCMS configurations and environments, payroll costs may never be able to be imported so the batch job would run until manually stopped. It is now possible to configure datasources to suppress the payroll costs import.

Datasources

A new checkbox has been added to the Payroll tab of payroll datasources.

Pay Batches

When a pay batch is posted, the batch datasource's **Suppress payroll costs import** status is checked and a payroll costs import job is only created if the datasource is not set to suppress import.

Additionally, regardless of the new flag, payroll costs imports only attempt to import costs within 24 hours of the pay batch being posted. Should an import be required after 24 hours after batch posting, manually importing via the pay batch taskbar option to **Import employers contributions** ignore this 24 hour check.
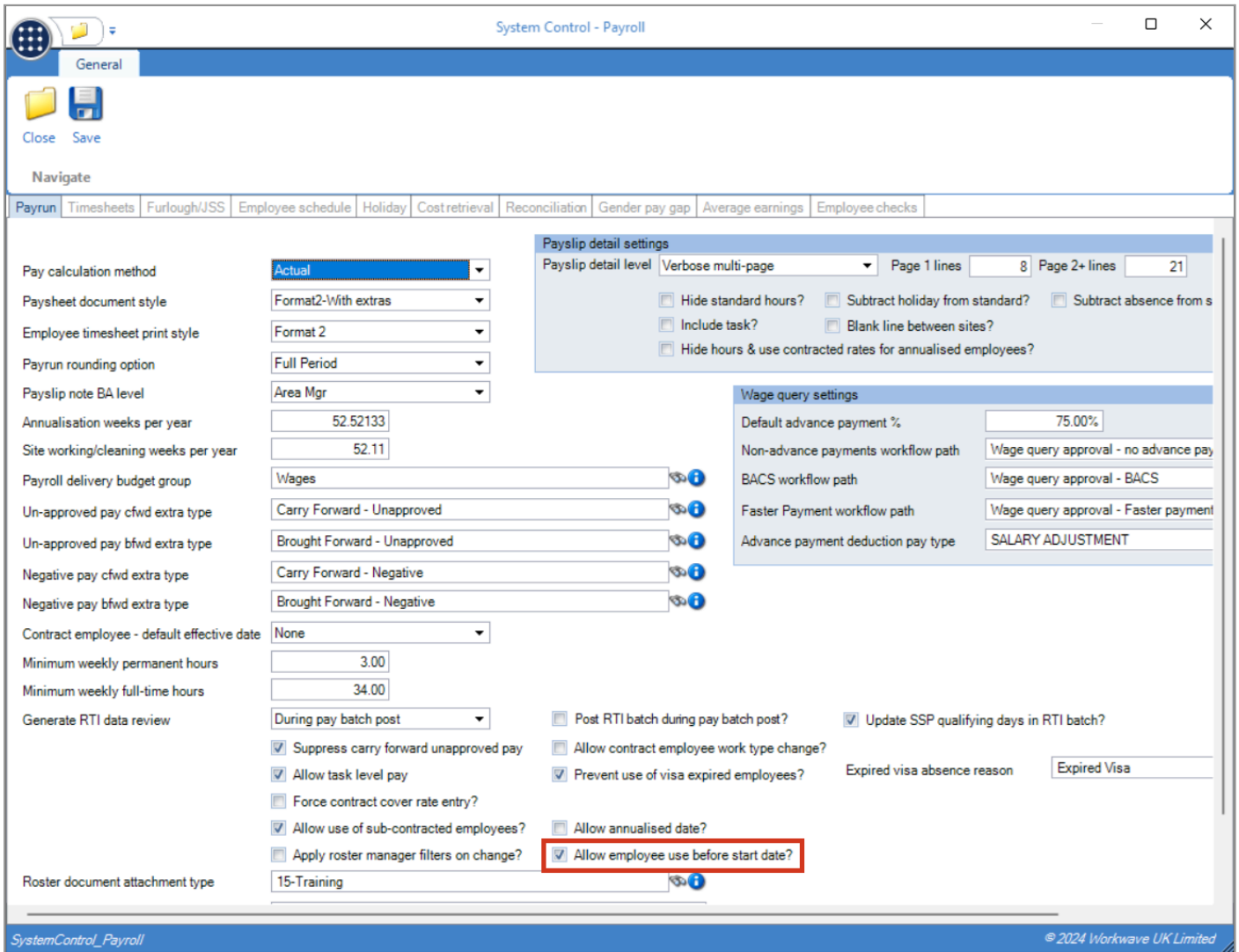
EMPLOYEE USE BEFORE START DATE

Background

Previously, when entering an employee onto a contract or timesheet, a warning would be displayed when the assignment start was before the employee's start date. This check can now be configured so it is no longer just a warning, thus preventing the contract or timesheet employee from being assigned.

System Control – Payroll

A new checkbox has been added to the Payroll tab of System Control:

At installation time, this checkbox is set to selected, preserving the existing processing.

Contract and Timesheet Employee Assignment

When adding an employee to a contract or timesheet, the new **Allow employee use before start date?** option is taken into account, and the existing check of the assignment start to the employee's start date will be a warning or error accordingly.

P&L Drilldown Report

P&L Drilldown Report Nominal Account Code

A new Nominal Account column has been added to the P&L Drilldown Report to show the nominal account code for each transaction row.

Sending Absence Hours to Hr3

Note: This modification is only applicable to Australian installations that use the Hr3Pay payroll solution.

Background

The export of pay data from TemplaCMS for the payroll includes pay values summarised by pay type. Absence that is unpaid does not equate to a pay type, and as such is not communicated to the payroll.

This enhancement allows the hours of unpaid absence to be communicated to Hr3Pay, so details can be shown on the payslip.

System Control – Payroll

New options have been added to the Payroll tab of System Control.
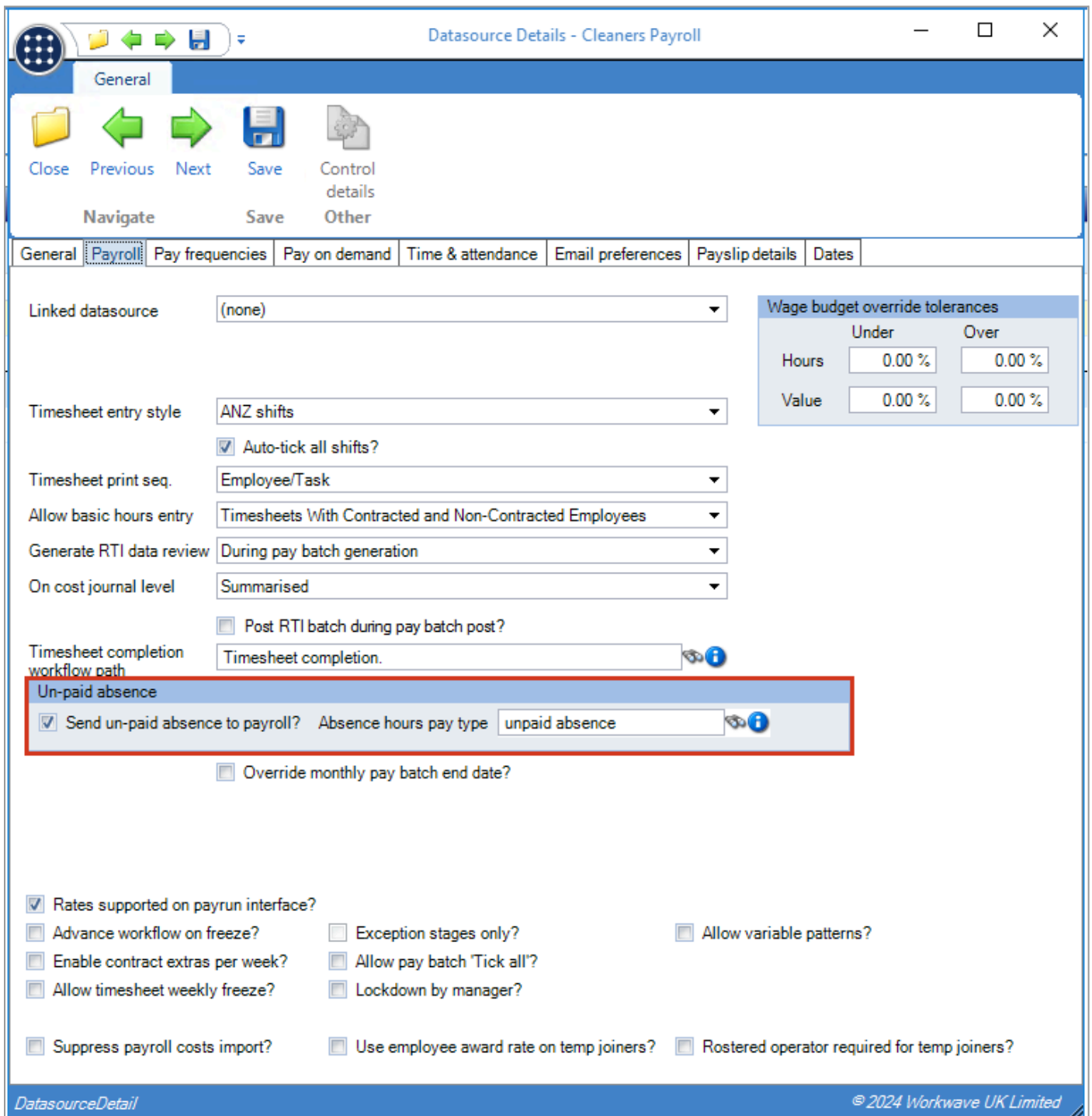
Note that as absence has no pay, there is no pay type associated with it. Thus, if the user selects to send unpaid absence to payroll, they must also nominate the pay type under which it is sent.

Pay Batch Post

During the post of a pay batch, the HR3Pay export file is created. If the above checkbox is selected, an additional line is added for each employee with absence and includes the pay type and the employee's total absence hours.

Pay Batch Post

Log Numbers

This enhancement update contains the following log numbers:

WI4198

WI4340

WI4474

WI4514

WI4583

![TEAM Software logo]