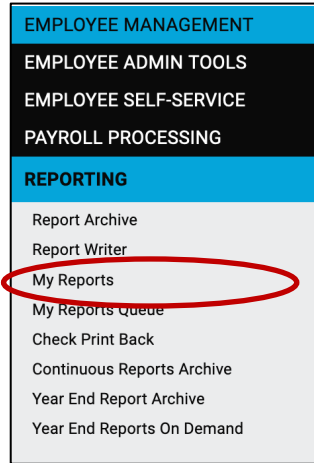
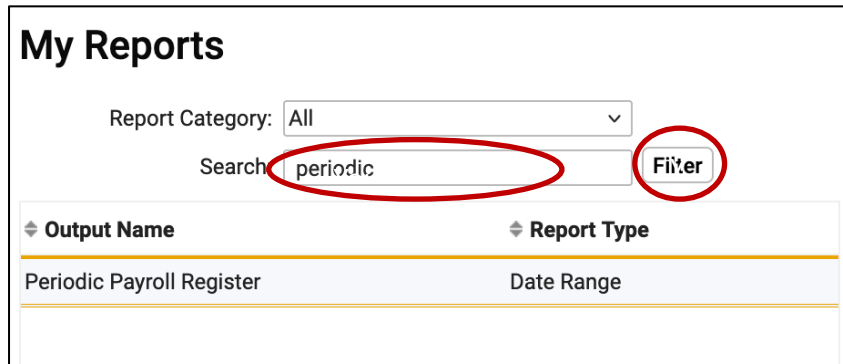


Viewing employer taxes by employee

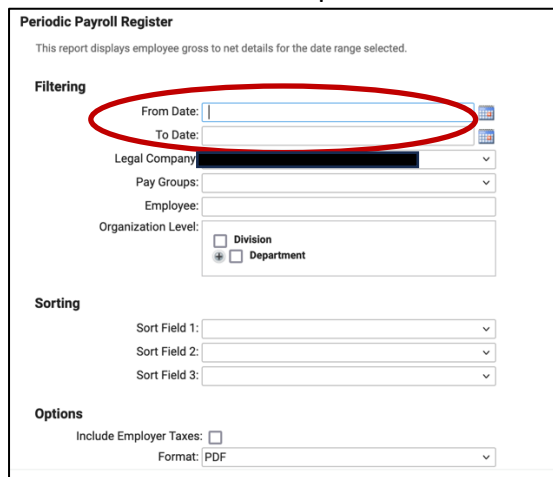
1. On the **Reporting** menu, select **My Reports**.



2. In the search bar, enter **Periodic Payroll Register** and click **Filter**.



3. Enter the **From Date** and **To Date** for the report.



- Under Options, check **Include Employer Taxes**.

Options

Include Employer Taxes:

Format: PDF ▼

- Select the format for the report (PDF or Excel).
- Click **Generate Report**. Go to **My Reports Queue** to get the report

My Reports isolved University

Report Category: All ▼

Search: Filter

Output Name	Report Type
OSHA Employee Incident History Report	Date Range
Pay Transactions Audit	By Payroll Run
PayGroup List	As Of Date
Payroll Invoice	By Payroll Run
Payroll Journal Summary	Date Range
Payroll Register	By Payroll Run
Payroll Summary	By Payroll Run
Performance Reviews Completed	Date Range

Generate Report **Go To My Reports Queue**

Once your report request has been submitted you can do any of the following: Run another report, go to My Reports Queue to retrieve reports, or exit this screen to perform other tasks. The report will be available in My Reports Queue for 72 hours.

Payroll Register

This report displays the payroll details of every check generated for the current payroll run.

Filtering

Company: 1000 - Acme Corporation ▼

Pay Group: Semi ▼

Payroll: Regular Payroll - Pay Date: 10/31/2024 (Run #68) ▼

Sorting

My Reports Queue isolved University

Report Name	Status	Report Requested	Generate Begin	Generate End	Purge Date	View Report
Periodic Payroll Register	IN-PROCESS	8/16/2024 10:12:24 AM	8/16/2024 10:12:24 AM			

- When the report is generated, it will show up in **My Reports Queue** and be available there for 72 hours. (You may need to refresh the screen if it continues to show “In-Process”). Click **View Report** to see the report. The report will open in a new window, from which you can download or print the report.

My Reports Queue isolved University

Report Name	Status	Report Requested	Generate Begin	Generate End	Purge Date	View Report
Periodic Payroll Register	GENERATED	8/16/2024 10:12:24 AM	8/16/2024 10:12:24 AM	8/16/2024 10:12:28 AM	8/19/2024 10:12:28 AM	View Report