

Anthology Payroll for Microsoft Dynamics 365 Finance

ANTHOLOGY PAYROLL - V135 STATUTORY DEDUCTION SPREADSHEET FOR UNITED STATES

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Introduction

This document contains a summary of changes and installation instructions for Statutory Deductions Spreadsheet Version 135 for the United States.

This spreadsheet updates US statutory deductions in Anthology Payroll according to the most recent legislation by governing authorities. It is intended for companies that process US statutory deductions in the specified jurisdictions.

The current baseline version for the Payroll Statutory Deduction Spreadsheet is **Version 127**. If you have installed Version 127, you can install any subsequent version.

For more details about the objects and statutory deductions updated by this spreadsheet, contact our Client Support: <https://support.anthology.com>

It is recommended that this spreadsheet is installed in a test environment and validated against your test data before installing it in production.

This document is divided into the following sections:

- Summary of Changes
- Installation

Summary of Changes

The following changes are made since the previous version.

State Changes

This version contains the following state changes:

State	Changes
Ohio	• Lowest tax rate decreased from 1.77 to 1.6%. • Highest tax rate decreased from 3.64 to 3.4%.

Installation

Installation procedures are divided into the following sections:

- Time to install
- Prerequisites
- Installation instructions
- Post-installation

Time to Installation

The time required for Anthology Payroll to complete the import process varies depending on the type of spreadsheet:

- This is an *update* version. The import process time will be minimal because you are only importing records that have been updated since the last baseline version.

These other factors can also impact the time required for installation:

- The amount of pre-existing, custom statutory deduction records in your system. Anthology Payroll must check each of these against the imported records for conflicts.
- The amount of statutory deduction changes included in the current version.

Prerequisites

The prerequisites for installing Version 135 for the United States are:

- Microsoft Excel installed on the Microsoft Dynamics AX client from which the statutory deduction spreadsheet is updated.
- Latest statutory deduction spreadsheet condition.

Latest Statutory Deduction Spreadsheet Condition

Depending on the last Statutory Deductions Spreadsheet that you have imported into your environment, you may need to import a prerequisite spreadsheet before importing this one.

Version 135 for the United States is an update version of the Anthology Payroll Statutory Deductions Spreadsheet. This version is meant to be installed on top of the current baseline version, which is Version 127. Update versions released after each baseline are cumulative and are independent of each other. If you have installed Version 127, you can install any subsequent update version.

To determine your current spreadsheet version, click **Anthology Payroll > System update utilities > Other> Import statutory deduction updates** to open the Import statutory deduction updates pane. Note the value of the Latest version installed.

You can download Statutory Deduction Spreadsheet from:

<https://help.anthology.com/cnf/Content/Help/AnthologyPayroll.htm>

Note: *it is recommended that you install and test the spreadsheet in a test environment before installing it in production.*

Pre-Installation Procedures

Pre-installation procedures may be required to prepare Anthology Payroll for the installation of the spreadsheet. If you follow any of these procedures, ensure to perform the procedures in the same test environment as your initial installation, and to validate correct functionality before performing the same steps in your production environment.

The following table describes the pre-installation procedures applicable to each version since the last baseline version (Version 127).

Note: *If you have previously skipped the installation of any spreadsheet versions listed below, then you can download the release notes of those past versions from:*

<https://help.anthology.com/cnf/Content/Help/AnthologyPayroll.htm>

Spreadsheet Version	Pre-installation procedures
130	None
131	None
132	None
133	None
134	None
135	None

Installation Instructions

You must complete the following steps in the proper sequence to install the spreadsheet. It is recommended that you first install and test the spreadsheet in a test environment before installing it in your production environment. It is also recommended to install the spreadsheet at the start of a new pay period before any transactions are made.

To install the Statutory Deductions Spreadsheet:

1. Log in to the Microsoft Dynamics 365 Finance. Ensure you are in the company (legal entity) that you want to update.
2. Click Anthology Payroll > System update utilities > Other > Import statutory deduction updates to open the Statutory deduction data import pane. Note the value of the Latest version installed.
3. The next step depends on the latest version of the Statutory Deductions Spreadsheet that you have installed:
 - If the import pane shows no version numbers or the latest version number is lower than Version 127, you must install the latest baseline version before proceeding to install this version. The latest baseline version is Version 127. After installing the baseline, proceed with installing Version 131 for the United States. For information on how to obtain the baseline version, please see Latest Statutory Deductions Spreadsheet Version on page 6.
 - If the latest version number is Version 127 or higher, then proceed to the next step.
4. In the pane, browse to your statutory deduction spreadsheet and select it.
5. Click OK to start the import.
6. When the import process is complete, an alert message appears. If there are errors reported, navigate to Anthology Payroll > Inquiries > Run controls to view the error messages. Take the recommended actions (see Error Messages and Conditions on page 8) and run the import process again.
7. You have completed the spreadsheet installation process. Please check for any post-installation notes or instructions that may apply to you. Remember to test the spreadsheet in a test environment before repeating these instructions in your production environment.

Error Messages and Conditions

The following table details some common error messages or conditions that you may encounter when importing a Statutory Deductions Spreadsheet and the recommendations on fixing the error:

Error Condition	Problem and Resolution
No statutory deduction updates are imported. The run controls do not display any messages about importing spreadsheet tables, only that the process has initialized. For reference, highlighted lines in the image below do not appear in the run controls. 	A synchronization error has occurred on the cloud-based environment resulting in the import process hanging. The Statutory Deductions Spreadsheet import process must be restarted. However, it is possible that a partial import has occurred, and some records have been imported. These records must be deleted before the import process can be restarted. If this scenario occurs, please contact our Client Support for assistance: https://support.anthology.com.
Table <tableName> contains field 'Code' with key value <keyValue> which is a system record; it must be renamed or removed prior to import.	You have set up a record in the <tableName> that matches a versioned record in the spreadsheet. If your custom record serves a specific purpose, then it must be renamed. If you want to replace your record with the one in the spreadsheet, then simply delete your custom record. After taking one of these steps, run the import process again.

Post-Installation Procedures

After you have installed the spreadsheet, post-installation procedures are sometimes required to properly configure new data elements. If you follow any of these procedures, ensure to perform the procedures in the same test environment as your initial installation, and to validate correct functionality before installation in your production environment.

The following table describes the post-installation procedures applicable to each version since the last baseline version (Version 127).

Note: *If you have previously skipped the installation of any spreadsheet versions listed below, you can download the release notes of those past versions from:*

<https://help.anthology.com/cnf/Content/Help/AnthologyPayroll.htm>

Spreadsheet Version	Post-installation procedures
130	Set up Overtime premium earning totals on W-2s Manage Retirement Plan Contribution Limits for worker ages 50 or older Set up Minnesota Paid Medical and Family Leave Update Washington Family Leave Insurance Employer Rate
131	None
132	None
133	None
134	None
135	None