

Essential*DD[®]

Multi-Bank, Multi-Account Direct Deposit for SouthWare[®] Payroll



The Solution to your Direct Deposit Needs!

- Utilizes NACHA (standard file format used by the Federal Reserve System) for all Electronic Funds Transfer.
- No exporting, importing or third party transfer agents necessary.
- Complete banking independence. Direct deposits made to any bank anywhere.
- Compatible with all communication packages (Century Software's TERM[®] communication scripts included).
- Essential*DD installs as a stand-alone application but interfaces directly with the direct deposit work file produced by SouthWare Payroll.
- Essential*DD does not change or modify SouthWare programs. Therefore, SouthWare version upgrades are not affected in any way.
- Essential*DD is user configurable to meet the direct deposit requirements of large and small banks. The user can select to produce a *balanced* NACHA file that small banks require or an *unbalanced* NACHA file that large banks require.
- Federal Payroll Tax Deposits can be direct deposited separately or included with Payroll, to meet IRS requirements for electronic tax deposits.
- With Essential*DD, none of the NACHA file parameters are hard coded; therefore it is easy for employers (users) to change banks, bank accounts, or any other variable.
- Essential*DD allows users to create a single, multi-batch NACHA file for multiple payroll runs or create separate NACHA files for each payroll run.

- Prenotes can be processed as a separate NACHA file, or included in a regular payroll direct deposit file.
- Direct Deposits can be processed for one or all companies set up in SouthWare. Companies are added and maintained through the Define Multiple Companies screen.
- Control files are created for each company added to Essential*DD in which directory paths to the payroll files and other default information is entered.
- The system administrator can set up passwords allowing access to all Essential*DD functions or limit access as needed.
- The user can switch direct deposit companies from the Switch Companies screen, selected from the FILE menu.
- After a company's set-up information is complete, a Direct Deposit is processed by selecting PROCESS FILE from the main menu, and selecting PARAMETER MAINT. & FILE CREATE.
- The Input File Name is automatically entered from the SouthWare direct deposit work file. The user can enter the other employer bank information and NACHA file options, or load saved parameter values from the data file, if they elected to save this information from the last time this function was performed.
- After the screen is complete, the EXECUTE pushbutton is selected to run the program that creates the NACHA file. When complete, a file status screen will display showing the number of records written to the file and the total direct deposit amount. The amount will be zero if the direct deposit file contains only pre-note records.

Essential*DD is an add-on enhancement to SouthWare Payroll, that allows employers to provide multi-bank, multi-account NACHA compliant direct deposit processing as a part of payroll, without the need for third party transfer agents.



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