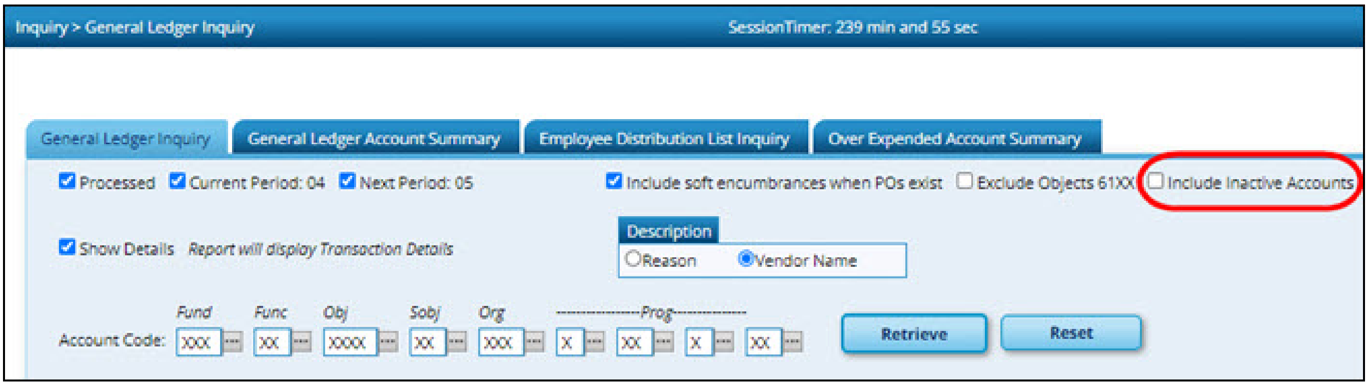
ASCENDER®
ELEVATING TECHNOLOGY SOLUTIONS

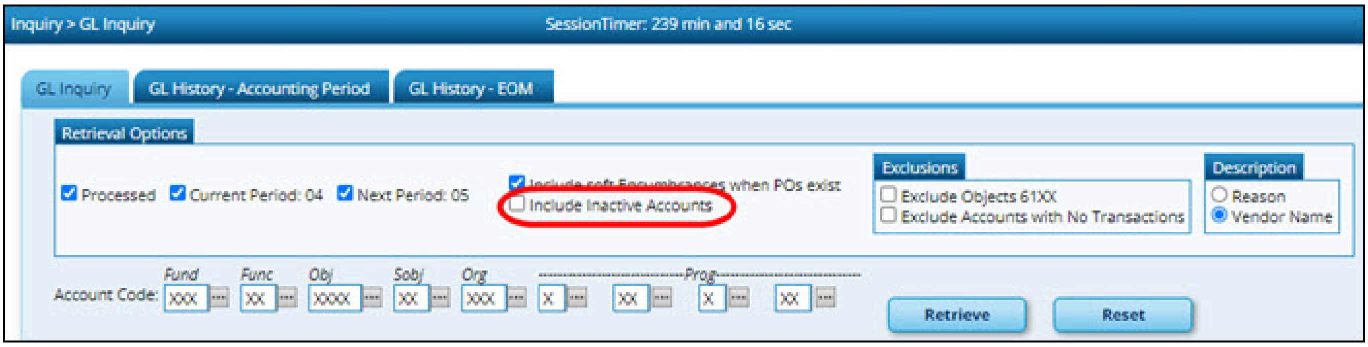
EmployeePortal

Release Date: **TxEIS/ASCENDER Update**: 3.5.XXXX

Finance > Inquiry > General Ledger Inquiry > General Ledger Inquiry
Finance > Inquiry > GL Inquiry > GL Inquiry

❑ Updated the default Retrieve function to only display active account codes. Also, added the **Include Inactive Accounts** check box to display the inactive account codes in the inquiry.

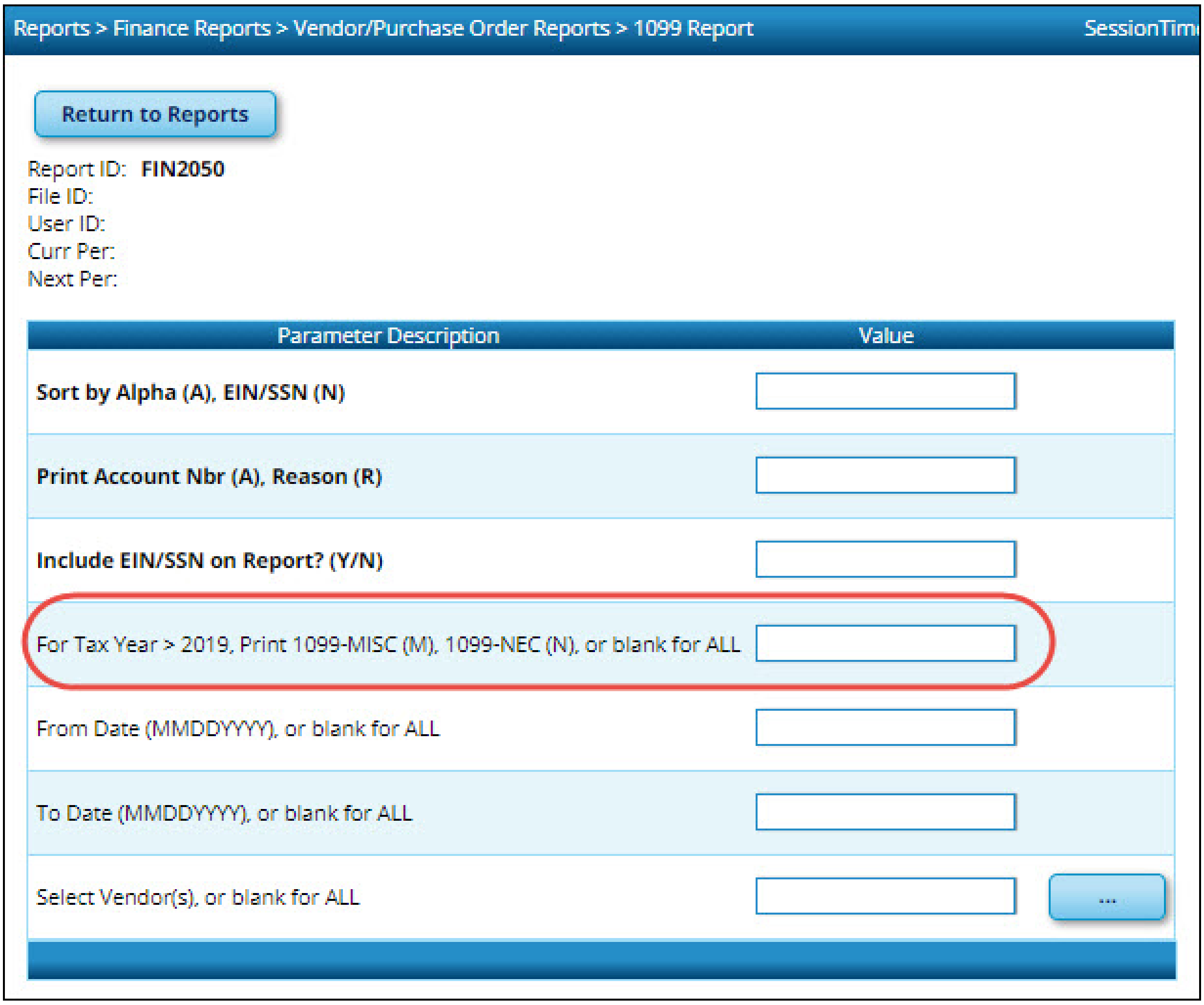




Finance > Reports > Finance Reports > Vendor/Purchase Order Reports > FIN2050 - 1099 Report

❑ (**Mandated Change**) Added the **For Tax Year > 2019, Print 1099-MISC (M), 1099-NEC (N), or blank for ALL** parameter to report the following for tax years greater than 2019:

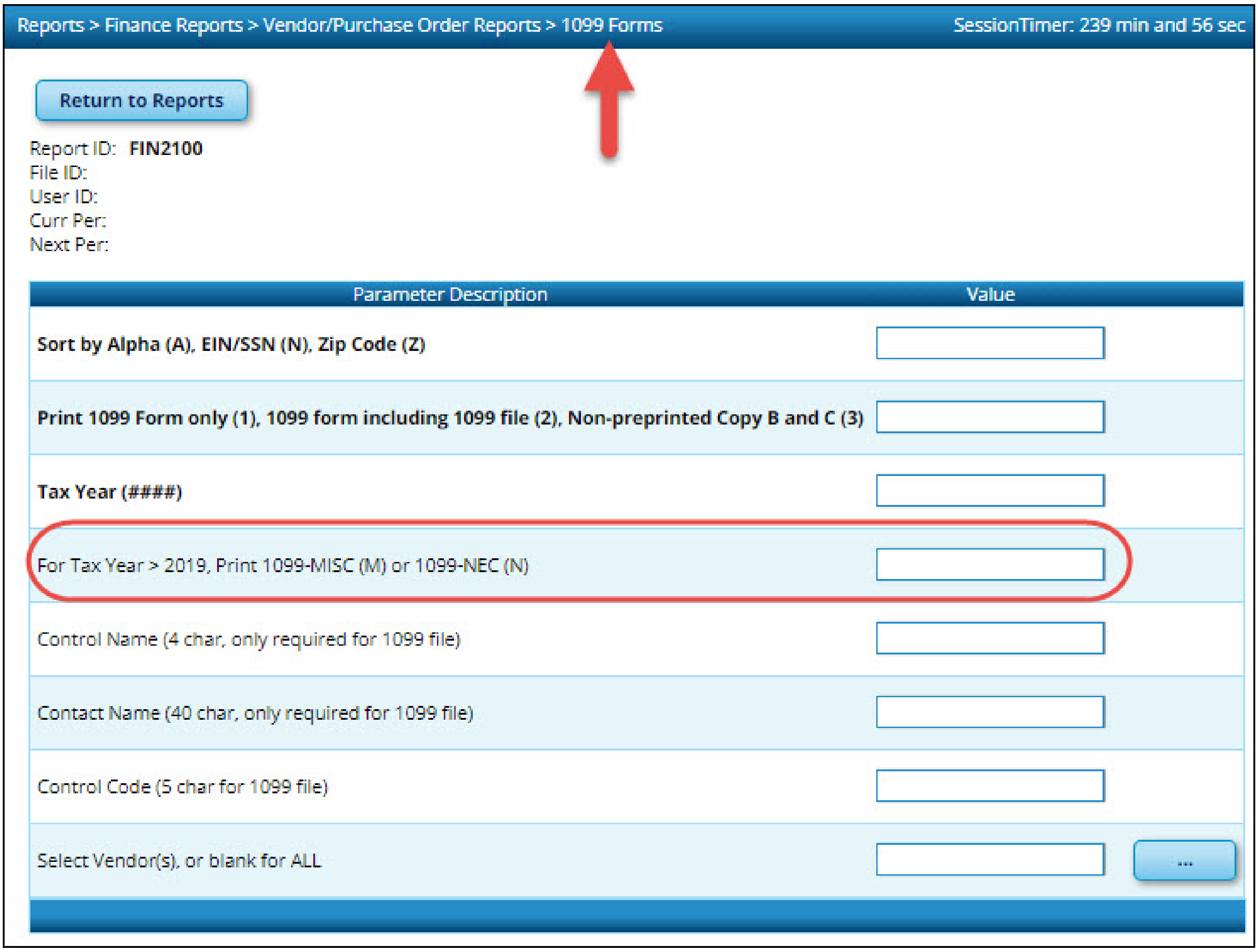
- Report all 1099-MISC (M) transactions in the 1099 work file except those tied to an object code with a **Type Payment** of *N - Non-employee compensation*.
- Report all 1099-Nonemployee Compensation (N) transactions in the 1099 work file that are tied to an object code with a **Type Payment** of *N - Non-employee compensation*.
- Leave blank to report all transactions in the 1099 work file.



Finance > Reports > Finance Reports > Vendor/Purchase Order Reports > FIN2100 - Printing 1099-MISC Form

❑ (**Mandated Change**) Renamed this report from Printing 1099-MISC Form to 1099 Forms.

❑ (**Mandated Change**) Added the **For Tax Year > 2019, Print 1099-MISC (M) or 1099-NEC (N)** parameter to print the 1099-MISC or 1099-NEC forms for tax years greater than 2019.



❑ (**Mandated Change**) Per IRS requirements, updated the 1099 form/instructions and all 1099 functionality to support the 2020 tax year.

Human Resources > Tables > Tax/Deductions > Income Tax

❑ Modified the **But less than** field to allow seven characters and to be automatically populated with 9,999,999 to accommodate the tax rates being changed to annual amounts.

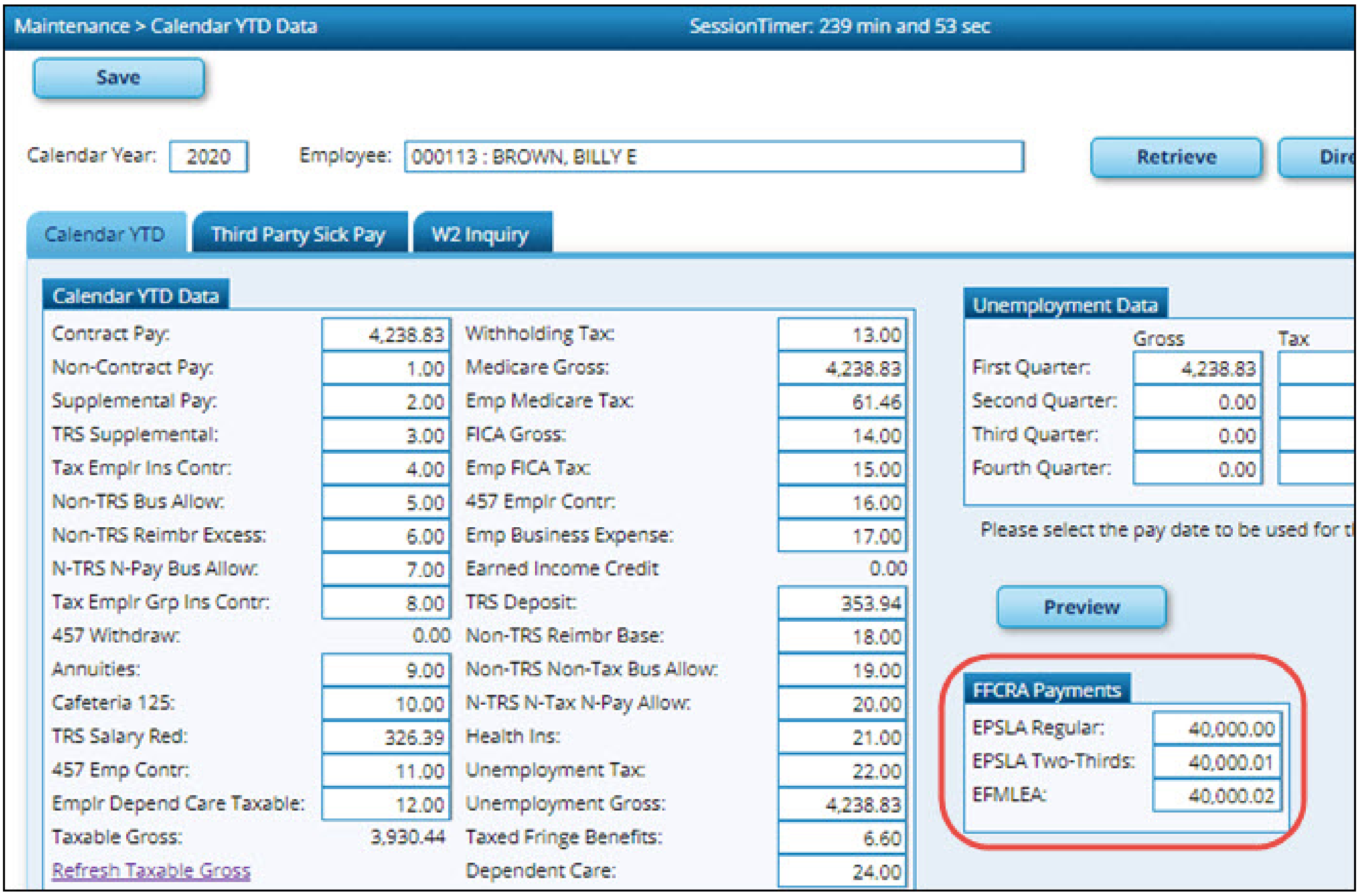
Human Resources > Maintenance > Calendar YTD Data > Calendar YTD

❑ (**Mandated Change**) Added the **FFCRA** (Families First Coronavirus Response Act) **Payments** section allowing users to view and modify year-to-date FFCRA payment amounts for the 2020 calendar year. This section includes the following:

- **EPSLA Regular** (Emergency Paid Sick Leave Act regular rate)
- **EPSLA Two-Thirds** (Emergency Paid Sick Leave Act two-thirds rate)
- **EFMLEA** (Emergency Family and Medical Leave Expansion Act)

You can either manually update the fields on the Calendar YTD page or use the new **Update Cal YTD** button on Human Resources > Utilities > FFCRA Payments page to update the fields.

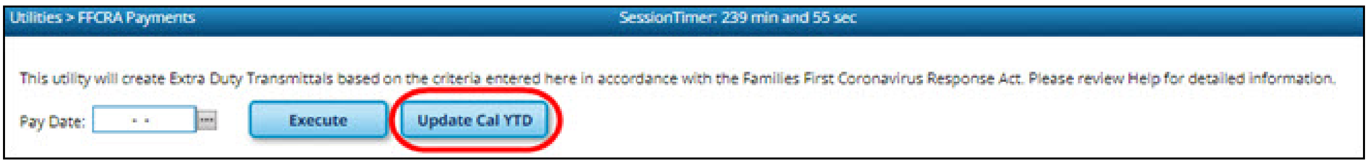
NOTE: If any of these amounts are greater than zero, the field and amount are displayed in Box 14 on the employee's W-2.



Human Resources > Utilities > FFCRA Payments

❑ (**Mandated Change**) Added the **Update Cal YTD** button to recalculate the FFCRA Payment amounts for processed pay dates where the leave transmittals still exist.

This utility can be used to update the FFCRA Payment amounts on the Human Resources > Maintenance > Calendar YTD Data > Calendar YTD for W-2 processing. Additional information can be found in Help.

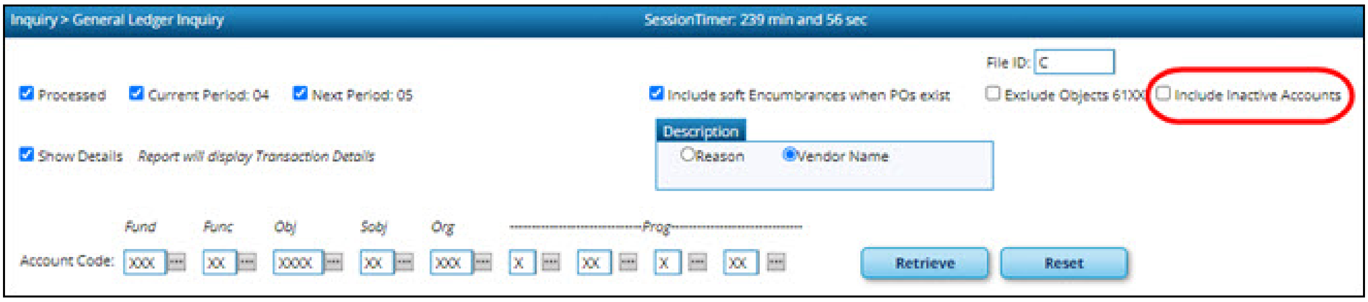


Human Resources > Reports > HR Reports > Quarterly/Annual Reports > HRS5100 - W-2 Forms

❏ (**Mandated Change**) Per IRS requirements, updated the W-2 form/instructions and all W-2 functionality to support the 2020 tax year.

Warehouse > Inquiry > General Ledger Inquiry

❏ Updated the default Retrieve function to only display active account codes. Also, added the **Include Inactive Accounts** check box to display the inactive account codes in the inquiry.



EmployeePortal

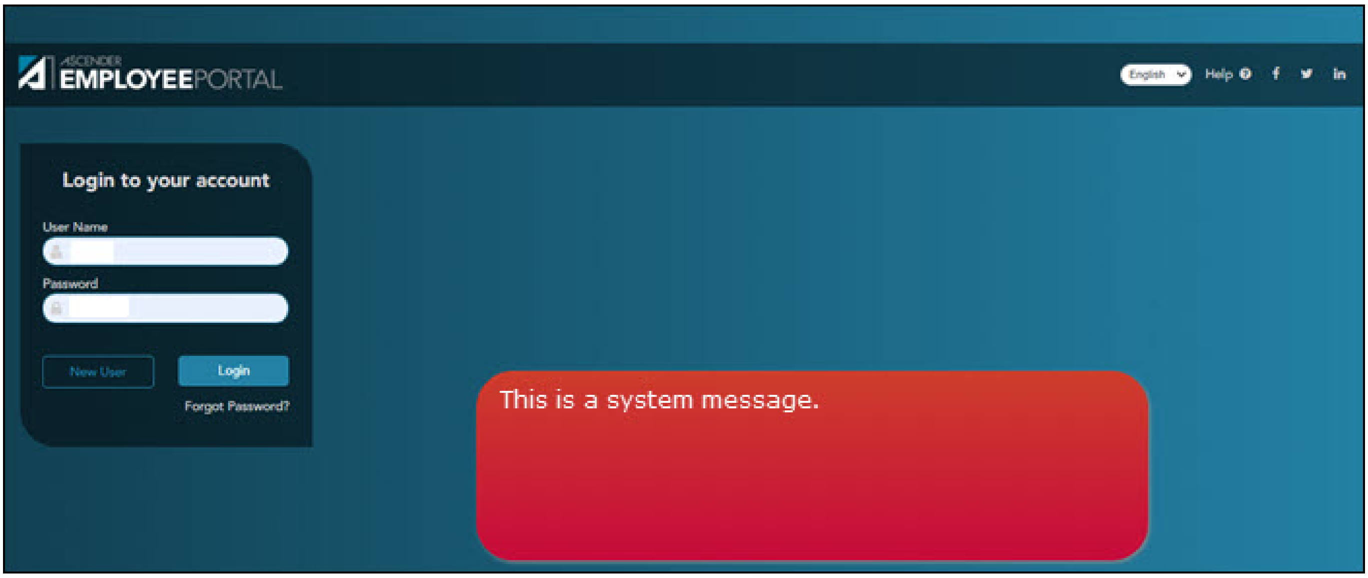
Release Date: **TxEIS/ASCENDER**: **EmployeePortal Update**:

EmployeePortal

❏ Corrected the program to properly display the **Help** button in the lower right corner of each page in the application.

EmployeePortal > Login

❏ Added a system message section to the page.



EmployeePortal > Self-Service Profile

❑ Corrected the program to properly handle changes submitted by the employee when the **Alternate Address** option is set to *N* on the Human Resources > Tables > EA Self-Service Assignments > Demographic page. Previously, an "Oops" message was displayed.

EmployeePortal > Inquiry > Earnings

❑ Corrected the PDF to include complete bank, leave, and address information.

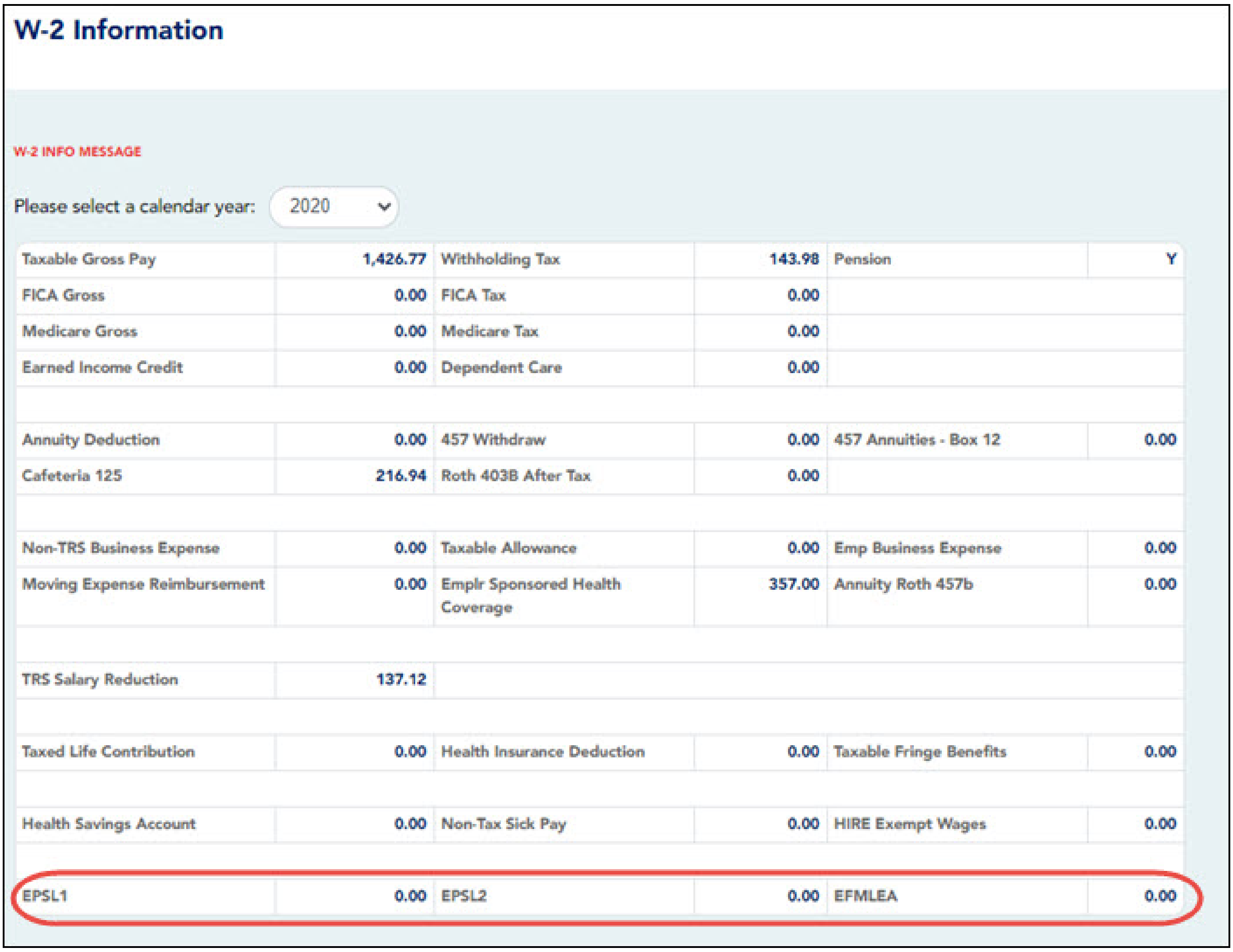
EmployeePortal > Inquiry > W-2 Information

❑ (**Mandated Change**) Per IRS requirements, updated the W-2 form/instructions and all W-2 functionality to support the 2020 tax year.

❑ (**Mandated Change**) Added the following fields for the 2020 calendar year:

- **EPSL1** (Emergency Paid Sick Leave Act (EPSLA) regular rate)
- **EPSL2** (Emergency Paid Sick Leave Act (EPSLA) two-thirds rate)
- **EFMLEA** (Emergency Family and Medical Leave Expansion Act)

NOTE: If any of these amounts are greater than zero, the field and amount are displayed in Box 14 on the employee's W-2.



W-2 Information

W-2 INFO MESSAGE

Please select a calendar year: 2020

Taxable Gross Pay	1,426.77	Withholding Tax	143.98	Pension	Y
FICA Gross	0.00	FICA Tax	0.00		
Medicare Gross	0.00	Medicare Tax	0.00		
Earned Income Credit	0.00	Dependent Care	0.00		
Annuity Deduction	0.00	457 Withdraw	0.00	457 Annuities - Box 12	0.00
Cafeteria 125	216.94	Roth 403B After Tax	0.00		
Non-TRS Business Expense	0.00	Taxable Allowance	0.00	Emp Business Expense	0.00
Moving Expense Reimbursement	0.00	Emplr Sponsored Health Coverage	357.00	Annuity Roth 457b	0.00
TRS Salary Reduction	137.12				
Taxed Life Contribution	0.00	Health Insurance Deduction	0.00	Taxable Fringe Benefits	0.00
Health Savings Account	0.00	Non-Tax Sick Pay	0.00	HIRE Exempt Wages	0.00
EPSL1	0.00	EPSL2	0.00	EFMLEA	0.00

EmployeePortal > Leave Requests

❏ Corrected the program to automatically populate the **End Date** field with the same date entered or selected in the **Start Date** field.

❏ Corrected the program to allow employees to edit or delete a submitted leave request at any point prior to the transmittal being created in payroll.

EmployeePortal > Supervisor > Approve Leave Requests

❏ Corrected the program to display the correct Absence Reason description as originally selected by the requestor.

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