



# Payentry NextGen Version 1.25

The current release includes the following changes grouped by operational department:

## Development Tags

- Added a New Jobs Section Under Employee Profile
- Added Ability to Release / Unrelease Tax Forms by Type
- Company Level Employee Self-Service Account Resets
- The Employee Termination Wizard Now Termination Requires Reason
- Fixed Issue with Insurance Codes not Displaying on Employee Level
- Fixed Deduction Issue on Calculate Check
- Fixed Department Column on Manual Check Page
- Fixed Issue with Employee Browsing When Last Name is Null
- Fixed Online Tax Form Review Year Change Issue
- Set Default for Submitted 2020 W4 Checkbox to True on the Add Employee Page
- Set Default for Submitted 2020 W4 Checkbox to True on the Add Employee Tax Page.

## Development Tags

### **Added a New Jobs Section Under Employee Profile (PENG-12)**

Company jobs can now be associated with an employee through a new Jobs section. For Time Management users, this information will then sync to Time Management and can be used to restrict which jobs codes an employee sees when clocking in and out.

Please note that there is a separate Time Management product release that will be occurring shortly after the NextGen release. Both releases need to be completed before job visibility can be enabled in Time Management.

### **Added Ability to Release / Unrelease Tax Forms by Type (PENG-13)**

You can now choose which type of tax form to release or unrelease in the Online Tax Forms section. This will give you more control over what information you make available to employees. The option to release / unrelease all forms at once is still available.

### **Added Company Level Employee Self-Service Account Resets (PENG-1)**

There are now options to reset an employee's password, two-factor, or both password & two-factor in the Employee Self-Service section (Employees > Employee Profile > Employee Self-Service). Clicking on these buttons does not automatically reset anything. A reset notification is sent to the employee's email address, that is associated with their My Payentry (ESS) account, with a reset link that they must click within 24 hours to complete the reset.

### **The Employee Termination Wizard Now Requires Termination Reason (PENG-5)**

When terminating an employee using the Termination Wizard, the reason field will now require a value to be specified.

### **Fixed Issue with Insurance Codes not Displaying on Employee Level (PENG-2)**

Resolved an issue with insurance codes not displaying when the code contained special characters. Going forward, all codes with or without special characters should appear properly.

### **Fixed Department Column on Manual Check Page ( Dev Tag 59279)**

The department and job fields on the Manual Check page now properly save selected values.

### **Fixed Issue with Employee Browsing When Last Name is Null ( Dev Tag 59519)**

Resolved the issue that happened when viewing the employee list, the system now properly displays information when an employee's last name is 'Null'.

### **Fixed Online Tax Form Review Year Change Issue ( Dev Tag 59529)**

Resolved the issue where the Online Tax Form Review grid did not display any records after changing the selected year.

### **Set Default for Submitted 2020 W4 Checkbox to True on the Add Employee Page ( Dev Tag 59559)**

When adding a new employee, the 'Submitted 2020 W4' checkbox will default to true for FITW, FITW45, FITWVI, FITW43.

### **Set Default for Submitted 2020 W4 Checkbox to True on the Add Employee Tax Page. ( Dev Tag 59564)**

When adding a new FITW, FITW45, FITWVI, or FITW43 record, the 'Submitted 2020 W4' checkbox will default to true.

**Note:** Please be aware that all previous release notes can be found on our webhelp site: [here](#).

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