
CHAPTER 1

Note: Working space and special forms are provided for the Practical Problems and the Continuing Payroll Problem only. If students are required to prepare written answers to the Questions for Review, Questions for Discussion, and Case Problems, blank paper should be provided.

Learning Objectives

After studying this chapter, students should be able to:

1. Identify the various laws that affect employers in their payroll operations.
2. Examine the recordkeeping requirements of these laws.
3. Describe the employment procedures generally followed in a Human Resources Department.
4. Identify the various personnel records used by businesses and the type of information shown on each form.
5. Identify the *payroll register* and the *employee's earnings record*.

Contents

Chapter 1 outline:

LEARNING OBJECTIVES

THE PAYROLL PROFESSION

FAIR LABOR STANDARDS ACT

FEDERAL INSURANCE CONTRIBUTIONS ACT

INCOME TAX WITHHOLDING LAWS

UNEMPLOYMENT TAX ACTS

RECORDKEEPING REQUIREMENTS

FAIR EMPLOYMENT LAWS

Civil Rights Act of 1964

Executive Orders

Age Discrimination in Employment Act

Americans with Disabilities Act

OTHER FEDERAL LAWS AFFECTING THE NEED FOR PAYROLL AND PERSONNEL RECORDS

Federal Personal Responsibility and Work Opportunity Reconciliation Act of 1996

Immigration Reform and Control Act of 1986

E-Verify

Family and Medical Leave Act of 1993

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Working Mother ,2002-10 The magazine that helps career moms balance their personal and professional lives

Working Mother ,2001-10 The magazine that helps career moms balance their personal and professional lives

Backpacker ,2007-09 Backpacker brings the outdoors straight to the reader s doorstep inspiring and enabling them to go more places and enjoy nature more often The authority on active adventure Backpacker is the world s first GPS enabled magazine and the only magazine whose editors personally test the hiking trails camping gear and survival tips they publish Backpacker s Editors Choice Awards an industry honor recognizing design feature and product innovation has become the gold standard against which all other outdoor industry awards are measured *Book Review Index* ,2004 Every 3rd issue is a quarterly cumulation *Sm/Tb/Im Payroll Accounting* Bieg,2002-12-01 **Payroll Accounting 2002** Bieg,2001-11-01

Sm/Tb - Payroll Accounting 2007 Bieg,2006-11-01 *Sm/Tb/Im Manual Only Payrollaccounting 2002*

Bieg,2001-11-01 **2002 American Payroll Association Basic Guide to Payroll** Joanne Mitchell-George,Dolores Risteau,2001-11-09 The APA Basic Guide to Payroll gives a complete overview of what a business person needs to know about payroll by distilling important complex rules and regulations into practical manageable information it functions as a compliance manual a source of ideas on how to save payroll taxes a resource to answer employees questions and a training resource for junior staff members Topics include What s New in Payroll the Form W 2 How to Manage Payroll and HR Data Withholding Taxes from Gross Pay How to Pay Employees FICA and Income Tax Deposits and Returns Federal and State Unemployment Taxes Independent Contractors Federal and State Wage Hour Laws Payroll Technology Federal Per Diem Rates Federal Payroll Calendar Payroll Accounting Directories of Federal and State Offices Employer s Tax Guides Common Benefits and whether they are subject to federal income tax withholding FICA tax federal unemployment tax and wage hour requirements What s New The 2002 green edition will include How the new Economic Growth and Tax Relief Reconciliation Act of 2001 affects payroll an explanation of the Supreme Court ruling on FICA taxes on backpay New MMREF filing requirements for 2001 Forms W 2 the new Social Security wage base for 2002 What you need to know about the changes to employer provided tuition How parents of newborn and adopted children might be eligible for unemployment benefits New supplemental withholding rate for overtime pay bonuses and severance pay the latest info on e mailing your employees their copy of their W 2 While the book focuses mainly on federal payroll rules numerous charts give state information on various topics such as withholding for child support minimum wage rates voluntary unemployment contributions The nuts and bolts of paying employees and state withholding allowance forms and wage and tax statements The 1999 edition was the winner of the Newsletter Publishers Foundation s Best Looseleaf Publication The 2002 APA Basic Guide to Payroll will include a free supplement to be sent in February 2002 *Payroll Accounting 2023* Bernard J. Bieg,Judith A. Toland,2022-11-14 Master today s concepts and the skills needed to calculate payroll complete payroll taxes and prepare payroll records and reports

with Bieg Toland's market leading PAYROLL ACCOUNTING 2023 You gain first hand experience and the foundation needed as you work with the latest payroll laws and developments This edition focuses on practical applications rather than theory as you complete exercises by hand and using Excel The latest detailed examples and real business applications demonstrate the importance of skills you are learning Each example or illustration corresponds to a specific problem so you can easily follow steps to solve the problem An updated final project lets you apply what you've learned as a payroll accountant This edition also helps you prepare for Fundamental Payroll Certification FPC from the American Payroll Association CNOwv2 digital resources and videos are also available to strengthen your understanding and success in working with payroll accounting

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