

Employee Tax Setup Change Log Report

Last Modified on 05/22/2018 1:39 pm CDT

Employee Tax Setup Change Log

Purpose:

This report is designed to show you all of the logged changes made to employee's tax setup records. This is a great report to see who changed the exemptions, additional withholding, etc. in order for you to follow up with them to see why they made the given change.

| Emp Name | Employee ID | Juris | ID | Date Updated | Updated by Rep | EINC | Year ID | Exempt | Percentage | Amount | Active | Allowances | Allowances Additional | Allowances Estimated | Additional WHAmount |
|---|-------------|---------|--------|-----------------------|-------------------|------|---------|--------|------------|--------|--------|------------|-----------------------|----------------------|---------------------|
| Employee: Austen, Kate ID: 4295003726 | | | | | | | | | | | | | | | |
| Austen, Kate | 4295003726 | NYMAR | 196864 | 9/18/2017 2:05:22 PM | shawna.bradt | 0 | 2017 | False | 0.00000000 | 0.0000 | True | 2 | 0 | 0 | 6.0000 |
| Employee: Collinsworth, Tom ID: 4295059101 | | | | | | | | | | | | | | | |
| Collinsworth, Tom | 4295059101 | WISNGLE | 211385 | 9/14/2017 10:03:12 AM | alexander.swanson | | 2017 | False | 0.00000000 | 5.0000 | True | 0 | 0 | 0 | 0.0000 |
| Collinsworth, Tom | 4295059101 | WMAR | 211385 | 9/14/2017 10:03:12 AM | alexander.swanson | | 2017 | False | 0.00000000 | 5.0000 | True | 0 | 0 | 0 | 0.0000 |
| Employee: Lou, Lisa ID: 4295037770 | | | | | | | | | | | | | | | |
| Lou, Lisa | 4295037770 | USS | 208051 | 10/12/2017 9:50:07 AM | lindsey.schneider | 0 | 2017 | False | 0.00000000 | 0.0000 | True | 99 | 0 | 0 | 0.0000 |

Parameters:

1. Start Date: The starting date updated of your desired date range.
2. End Date: The ending date updated of your desired date range.
3. Employee Name: Filters by a given employee based upon their name.
4. Group By: A list of different fields to group the data into on the report. Has the following options:
 - a. (no grouping)
 - b. Employee

c. Employee Jurisdiction

d. Updated by Rep

5. Employee ID: Allows you to filter by a specified employee ID.

6. Updated by Rep: Allows you to filter by a specific rep name to see what changes they've made.

7. Jurisdiction: Allows you to filter by a tax jurisdiction.

Related Articles
