

# Beyond - Employee Pay History

Last Modified on 04/18/2024 3:48 pm CDT

## Overview

On the employee record, there is a pay history section breaking down different sets of past pay information. It's a great place to review employee specific past pay information for check corrections, pay stubs, etc.

**This article covers:**

1. [Setting Up Permissions](#)
2. [Accrual History](#)
3. [ACH History](#)
4. [Adjustment History](#)
5. [Check Register](#)
6. [Paycard History](#)
7. [Taxes Year to Date](#)
8. [Transaction History](#)
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## Setting Up Permissions

For users utilizing standard Security Groups, the "Can view Employee Pay History pages" permission will need to be added to your security groups for users to access Pay History on an employee's profile.

This permission is automatically included within the following default security groups:

- TempWorks Default - Staffing Specialist
- TempWorks Default - Pay Clerk
- TempWorks Default - Administrator
- TempWorks Default - Front Office Manager

**\*Note\*** If you utilize custom Security Groups with Advanced Permissions, you will need to add the Access to the "Pay History" pages within Employee > Pay History to the Security Groups that require the functionality:

BY PAGE BY FIELD

history X

Selecting a parent selects children

- Employee  Access
- Pay History  Access
  - Pay History Page  Access
  - Accrual History (1) Page  Access
    - ACH History Page  Access
    - Adjustment History Page  Access
    - Check Register Page  Access
    - Paycard History Page  Access
    - Taxes Year to Date Page  Access

For more information on created custom Security Groups with Advanced Permissions, please see the following article titled [Beyond - Creating Security Groups with Advanced Permissions](#).

## Accrual History

When we talk about accruals, we are talking about sick/vacation/PTO time that is being tracked on the employee record. These plans might be for working in specific locations where there are required sick time laws or if your company has any vacation/sick time plans for your internal or temp employees.

VISIFILE DETAILS DOCUMENTS MESSAGES JOB MATCHING ASSIGNMENTS STORY REFERENCES PAY SETUP ONBOARDING PAY HISTORY CUSTOM DATA TEST PAGE RACHEL TEST - CARD FOR SMS TEXTING MORE

Hi Tech MN Accrual  
54,5946 Accrued / 54,5946 Eligible / 54,5946 Available

Weekend Start Choose date

Weekend End Choose date

Search returned 50 results

Name	Tier	Type	Amount	Notes	Check ID	Accrue	Deplete	Manual Adjustment	Weekend Date	Date Created
Hi Tech MN Accrual	Hi Tech MN	Check	1.3332	Payroll	4295045207	✓			3/7/2021	3/12/2021
Hi Tech MN Accrual	Hi Tech MN	Check	1.3332	Payroll	4295044535	✓			12/27/2020	12/31/2020
Hi Tech MN Accrual	Hi Tech MN	Check	1.3332	Payroll	4295057423	✓			10/24/2021	10/29/2021
Hi Tech MN Accrual	Hi Tech MN	Check	1.3332	Payroll	4295046843	✓			9/19/2021	9/24/2021
Hi Tech MN Accrual	Hi Tech MN	Check	1.3332	Payroll	4295046587	✓			8/22/2021	8/25/2021
Hi Tech MN Accrual	Hi Tech MN	Check	0	Payroll	4295043092	✓			8/16/2020	8/21/2020
Hi Tech MN Accrual	Hi Tech MN	Check	1.3332	Payroll	4295044316	✓			12/6/2020	12/7/2020
Hi Tech MN Accrual	Hi Tech MN	Check	1.3332	Payroll	4295065299	✓			5/29/2022	6/9/2022
Hi Tech MN Accrual	Hi Tech MN	Check	1.3332	Payroll	4295045691	✓			5/2/2021	5/5/2021
Hi Tech MN Accrual	Hi Tech MN	Check	1.3332	Payroll	4295046493	✓			8/8/2021	8/10/2021

**\*Note\*** Accruals are setup within Enterprise and then can be added to the employee record within Beyond.

For more information on this functionality, please see the following articles:

- [Accrual Setup in Administration](#)
- [Beyond - Managing Employee Accruals](#)

## ACH History

ACH history provides a history of each ACH deposit that was generated into an ACH file.

Origin Routing	Amount	Destination Routing	Destination Account	Account Type	Employee	Generated
44	341.69			Chk	4295020792	6/5/2017

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**\*Note\*** For more information on ACH functionality, please see the article titled [Enterprise - How to Create ACH and Positive Pay Files](#).

## Adjustment History

The adjustment history provides a list of every garnishment/reimbursement that has ever been made to the employee.

Check Date	Employee	Adjustment	Amount	Check ID
11/17/2020	Abbott, Lilah T	Garnish1	10.00	4295114839
7/31/2018	Abbott, Lilah T	Garnish1	10.00	4295111935
5/15/2017	Abbott, Lilah T	Garnish1	10.00	4295097914
4/21/2017	Abbott, Lilah T	Garnish1	10.00	4295097261
3/22/2017	Abbott, Lilah T	Garnish1	10.00	4295091311
3/22/2017	Abbott, Lilah T	Garnish1	10.00	4295091754
3/8/2017	Abbott, Lilah T	Garnish1	10.00	4295089163
2/28/2017	Abbott, Lilah T	Garnish1	5.00	4295081791
2/28/2017	Abbott, Lilah T	Garnish1	5.00	4295081791
2/28/2017	Abbott, Lilah T	Garnish1	5.00	4295084768
2/28/2017	Abbott, Lilah T	Garnish1	5.00	4295084768

**\*Note\*** For more information on adjustments, please see the following articles:

- [Payroll Part 2: Employee Adjustments](#)
- [Beyond - How to Add Employee Adjustments](#)

# Check Register

The check register displays the list of checks(whether epay or live) that have been generated for the employee.

The screenshot shows the 'Check Register' interface with the 'PAY HISTORY' tab selected. The search filters are set to 'Status Posted'. The table below shows 116 results for employee Abbott, Zayden.

Id	Check Number	Run Id	Check Date ↓	Status	Employee	E-Pay	Gross	Adj	Tax	Net
4295065299	117379	26821	6/3/2022		Abbott, Zayden		600.00	345.00	117.53	137.47
4295064827	116900	26788	5/25/2022		Abbott, Zayden		600.00	345.00	117.53	137.47
4295064648	116801	26749	5/17/2022		Abbott, Zayden		600.00	345.00	117.53	137.47
4295064114	116234	26690	5/5/2022		Abbott, Zayden		600.00	0.00	117.53	482.47
4295062866	115015	26525	4/1/2022		Abbott, Zayden		600.00	0.00	117.53	482.47
4295061848	113992	26452	3/21/2022		Abbott, Zayden		400.00	0.00	67.68	332.32
4295061439	113595	26391	3/16/2022		Abbott, Zayden		200.00	0.00	20.96	179.04
4295060931	113119	26279	3/3/2022		Abbott, Zayden		600.00	20.00	124.13	455.87

By default, the list will populate with checks that have been posted. To see staged checks for the employee. select "Staged" within the "Status" dropdown. Any check marked as "Staged" is currently in a payroll run but has not been fully processed yet:

The screenshot shows the 'Check Register' interface with the 'Status' dropdown menu open. The 'Status' dropdown is set to 'Posted', and the 'Staged' option is visible below it.

Within the Check Register, users will also have the ability to view additional check details by selecting either the "Check ID" or "Check Number" within the list:

The screenshot shows the 'Check Register' interface with the 'PAY HISTORY' tab selected. The search filters are set to 'Status Posted'. The table below shows 117 results for employee Aardson, Steve. The first row is highlighted in red.

Id	Check Number	Run Id	Check Date ↓	Status	Employee	E-Pay	Gross	Adj	Tax	Net
4295123881	211689	27320	11/28/2022		Aardson, Steve	⊗	0.00	-90.00	0.00	90.00
4295123210	300774	26893	9/1/2020		Aardson, Steve	⊗	86.31	26.60	6.60	53.11

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**Aardson, Steve**  
 Steve Aardson  
 Address, 389-64-8501  
 City, MN 55125

[VIEW PAYCHECK STUB REPRINT](#)

**Tax Marital Status**  
 Married

**Check ID**  
 4295123881

**Check Date**  
 11/28/2022

**Tax Exemptions**

Federal- Married	2
Minnesota Married	1

[See more](#)

**Check Number**  
 211689

**Weekend Bill**  
 11/13/2022

**Bank**

**Bank Id**  
 512

**Bank Name**  
 Wells Fargo

**Bank Address**  
 Wells Fargo Address

[TRANSACTIONS](#) [ADJUSTMENTS](#) [TAXES](#) [ACCRUALS](#) [EXTENDED DETAILS](#)

Weekend Bill	Weekend Date	Customer	Assignment	Job Order	Pay Rate	Reg Hours	OT Hours	DT Hours
11/13/2022	11/13/2022	778658	4302430252	4295038592	25.00	0	0	0

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Like Enterprise, Beyond allows you to view the check details by selecting the following columns:

- Transactions (default when opening the check details)
- Adjustments
- Taxes
- Accruals
- Extended Details (including the Payroll Run ID, when the check was printed, etc)

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**Aardson, Steve**  
 Steve Aardson  
 Address, 389-64-8501  
 City, MN 55125

[VIEW PAYCHECK STUB REPRINT](#)

**Tax Marital Status**  
 Married

**Check ID**  
 4295123881

**Check Date**  
 11/28/2022

**Tax Exemptions**

Federal- Married	2
Minnesota Married	1

[See more](#)

**Check Number**  
 211689

**Weekend Bill**  
 11/13/2022

**Bank**

**Bank Id**  
 512

**Bank Name**  
 Wells Fargo

**Bank Address**  
 Wells Fargo Address

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Weekend Bill	Weekend Date	Customer	Assignment	Job Order	Pay Rate	Reg Hours	OT Hours	DT Hours
11/13/2022	11/13/2022	778658	4302430252	4295038592	25.00	0	0	0

Rows per page: 20 1 of 1 < 1 >

Finally, you can reprint the employee's paystub of the check by selecting the "View Paycheck Stub Reprint" button at the top left:

Aardson, Steve

Steve Aardson  
Address, 389-64-8501  
City, MN 55125

[VIEW PAYCHECK STUB REPRINT](#)

Tax Marital Status  
Married

Check Number  
211689

Check ID  
4295123881

Weekend Bill  
11/13/2022

Check Date  
11/28/2022

**Tax Exemptions**

Federal- Married 2

**Bank**

Bank Id  
512

Minnesota Married 1

Bank Name  
Wells Fargo

[See more](#)

Bank Address  
Wells Fargo Address

Branch\* BranchID 0 RC, High Tech Evo... Date Filter\* Check Date Start Date\* 11/28/2022 End Date\* 11/28/2022 Employee ID 5759 Check ID 4295123881 Payroll Run ID 27320

**High Tech & Staffing Services, Inc**  
High Tech SE branch  
3140 Neil Armstrong Blvd #205  
555-555-1212

**Earnings Statement**

Allowances: Federal- Married 2 Minnesota Married 1 Oklahoma Married Filing 1 Joint HOH Surviving Spouse

Employee	Employee ID	SSN	Check Date	Check Number	Gross Pay	Net Pay	YTD Gross	YTD Net
Steve Aardson Address: 389-64-8501 City, MN 55125	5759	389-64-8501	11/28/2022	211689	\$0.00	\$90.00	\$0.00	\$90.00

Customer	Asgt	Date Work	Start	End	T Hrs	Type	Rate	Hrs	OT Rate	O Hrs	DT Rate	D Hrs	Salary	Units	U Rate	TotalPay
123 Nursing	4302430252	11/7/2022	11/13/2022	0.00	Reg	\$25.00	0.00	\$37.50	0.00	\$50.00	0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00

Taxes and adjustments					Tax and adjustment YTD totals						
Tax Type	Taxable	Tax	Adj Type	Benefit	Amount	Tax Type	YTD Taxable	YTD Tax	Adj Type	YTD Benefit	YTD Total
Total:			JCAL-Employ	\$40.00		Total:			JCAL-Employ	\$40.00	\$0.00
			ChildSup1	\$10.00					ChildSup1	\$0.00	\$10.00
			Equipment	(\$100.00)					Total:	\$40.00	\$10.00
			Total:	\$40.00	(\$90.00)						

Accruals				
Accrual	Amount	Balance	Eligible	Available
Annual Anniversary	0.00	0.00	0.00	0.00
Total:	0.00	0.00	0.00	0.00

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**\*Note\*** The Check Register page on the employee record in Beyond is meant to be a way to quickly view check information.

In the event checks need to be posted, voided, reversed, etc, this will need to be done within Enterprise. For more information on this functionality, please see the following articles:

- [Enterprise - How to Convert an Epay Transaction to a Live Check](#)
- [Enterprise - How to Email Pay Stubs](#)
- [Enterprise - How to Reprint a Paycheck or Payroll Run](#)
- [Enterprise - How to Reissue Checks](#)
- [Enterprise - How to Void and/or Reverse Checks](#)

## Paycard History

Paycard history is for those utilizing paycard integrations. This section displays each time the paycard has been funded.

Posted Date	Account Number	Check ID	Check Number	Paid Amount	Response Code	Response
11/9/2020	[REDACTED]	4295114390	211539	267.44		
		4294969874	20254	45.24	56	DECLINED

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## Taxes Year to Date

This section summarizes the tax amounts paid so far. This includes the gross pay amount, the amount that is taxable for each tax, and the current amount taxed.

Id	Juris	Gross	Taxable	Tax	Next Year Gross	Next Year Taxable	Next Year Tax
343319	MNMAR	0.00	0.00	0.00	0.00	0.00	0.00
343320	MNSUTA	0.00	0.00	0.00	0.00	0.00	0.00
343321	USM	0.00	0.00	0.00	0.00	0.00	0.00
343322	CFica	0.00	0.00	0.00	0.00	0.00	0.00
343323	CMed	0.00	0.00	0.00	0.00	0.00	0.00
343324	EFica	0.00	0.00	0.00	0.00	0.00	0.00
343325	EMed	0.00	0.00	0.00	0.00	0.00	0.00
343326	FUTA	0.00	0.00	0.00	0.00	0.00	0.00
343327	IAMAR	0.00	0.00	0.00	0.00	0.00	0.00
343328	MNFUTA	0.00	0.00	0.00	0.00	0.00	0.00
343329	EmedSup	0.00	0.00	0.00	0.00	0.00	0.00

Rows per page: 20 1-11 of 11 < 1 >

**\*Note\*** For more information on the tax functionality, please see the article titled [Beyond - How to Manage Employee Taxes](#).

## Transaction History

"Transactions" are each line item in Time Entry. The transaction history shows each individual time entry transaction for the employee's entire pay history.

VISIFILE DETAILS DOCUMENTS MESSAGES JOB MATCHING ASSIGNMENTS STORY REFERENCES PAY SETUP ONBOARDING PAY HISTORY CUSTOM DATA WIKI PAGE EMPLOYEE EXISTING PAGE MORE									
View Standard									
Drag a column header here to group by that column									
	Weekend Bill Date	Weekend Date	Customer	Assignment	Job Order	Job Title	Total Bill	Gross	Check ID
10/11/2020	10/10/2020	Nemo	4301441700	4295033242	Race Car Driver	800.00	400.00	4295114832	
9/6/2020	9/5/2020	Nemo	4301441700	4295033242	Race Car Driver	800.00	400.00	4295114566	
8/30/2020	8/29/2020	Nemo	4301441700	4295033242	Race Car Driver	800.00	400.00	4295114541	
8/23/2020	8/22/2020	Nemo	4301441700	4295033242	Race Car Driver	800.00	400.00	4295114491	
8/25/2019	8/24/2019	Nemo	4301441700	4295033242	Race Car Driver	800.00	400.00	4295114172	
8/18/2019	8/17/2019	Nemo	4301441700	4295033242	Race Car Driver	800.00	400.00	4295114109	
8/4/2019	8/3/2019	Nemo	4301441700	4295033242	Race Car Driver	800.00	400.00	4295114058	
7/28/2019	7/27/2019	Nemo	4301441700	4295033242	Race Car Driver	800.00	400.00	4295114009	
6/30/2019	6/29/2019	Nemo	4301441700	4295033242	Race Car Driver	800.00	400.00	4295113923	
6/16/2019	6/15/2019	Nemo	4301441700	4295033242	Race Car Driver	800.00	400.00	4295113859	

By default, this page is shown via a "Standard" view, including the "Total Bill" and "Gross" columns.

To easily view the hours per transaction, select "Hours" within the "View" dropdown, which will include the "Pay Rate", "Regular Hours", "OT Hours", "DT Hours", and "Doubletime Pay Rate" columns:

VISIFILE DETAILS DOCUMENTS MESSAGES JOB MATCHING ASSIGNMENTS STORY REFERENCES PAY SETUP ONBOARDING PAY HISTORY CUSTOM DATA WIKI PAGE EMPLOYEE EXISTING PAGE MORE										
View Hours										
Drag a column header here to group by that column										
	Weekend Bill Date	Weekend Date	Customer	Assignment	Job Order	Pay Rate	Regular Hours	OT Hours	DT Hours	Doubletime Pay Rate
10/11/2020	10/10/2020	Nemo	4301441700	4295033242	10.00	40	0	0	20.00	
9/6/2020	9/5/2020	Nemo	4301441700	4295033242	10.00	40	0	0	20.00	
8/30/2020	8/29/2020	Nemo	4301441700	4295033242	10.00	40	0	0	20.00	
8/23/2020	8/22/2020	Nemo	4301441700	4295033242	10.00	40	0	0	20.00	
8/25/2019	8/24/2019	Nemo	4301441700	4295033242	10.00	40	0	0	20.00	
8/18/2019	8/17/2019	Nemo	4301441700	4295033242	10.00	40	0	0	20.00	
8/4/2019	8/3/2019	Nemo	4301441700	4295033242	10.00	40	0	0	20.00	
7/28/2019	7/27/2019	Nemo	4301441700	4295033242	10.00	40	0	0	20.00	
6/30/2019	6/29/2019	Nemo	4301441700	4295033242	10.00	40	0	0	20.00	

To customize the columns that appear within the page, right click on the column banner and select which columns you would like to include (you can scroll within the list for more options):



Weekend Bill Date	Weekend Date	Customer	Assignment	Job Order	Pay Rate	Regular Hours	OT Hours
10/11/2020	10/10/2020	Nemo	4301441700	4295033242	10.00	40	0
9/6/2020	9/5/2020	Nemo	4301441700	4295033242	10.00	40	0
8/30/2020	8/29/2020	Nemo	4301441700	4295033242	10.00	40	0
8/23/2020	8/22/2020	Nemo	4301441700	4295033242	10.00	40	0
8/25/2019	8/24/2019	Nemo	4301441700	4295033242	10.00	40	0
8/18/2019	8/17/2019	Nemo	4301441700	4295033242	10.00	40	0
8/4/2019	8/3/2019	Nemo	4301441700	4295033242	10.00	40	0
7/28/2019	7/27/2019	Nemo	4301441700	4295033242	10.00	40	0
6/30/2019	6/29/2019	Nemo	4301441700	4295033242	10.00	40	0
6/16/2019	6/15/2019	Nemo	4301441700	4295033242	10.00	40	0

- Weekend Date
- Customer
- Assignment
- Job Order
- Pay Rate
- Job Title
- Total Bill
- Gross
- Check ID
- Regular Hours
- OT Hours
- DT Hours
- Doubletime Pay Rate
- Salary

## Year End

Tax documents such as W2s, W2-Cs, 1099s or 1095s, can be viewed and printed from Beyond.

Year End
Tax Form Reprints <a href="#">VIEW</a>

**\*Note\*** For more information on this functionality along with necessary permissions to access the page, please see the article titled [Beyond - Reprinting or Viewing Tax Documents](#).

## Related Articles