

# UBCC TECHNOLOGY. INNOVATIVE AND POWERFUL BY DESIGN

Serving over 20,000 businesses and over 3 million paychecks a year.



For 30 years Universal Business Computing Company's (UBCC) multi-user, multi-tasking real-time software has helped accounting and payroll professionals manage their business with maximum productivity. We are committed to innovation and invest our resources into enhancements competitors have never, and will never, keep pace with – UBCC software enables our clients to grow and remain incredibly profitable due to powerful functions like running a 30-Second Payroll!

UBCC is a payroll and Write Up software company that provides unparalleled technology supported by a highly responsive, friendly, U.S. based customer service team. 2009 marked another banner year of innovative enhancements for UBCC's software; features and functionality have been added that continue to keep UBCC far ahead of any competitor.



I invite you to read my latest article published by *AccountingSoftware411*:  
"Will recent actions taken by the FCC jeopardize your businesses Internet freedom?"

Ken Garen, CPA  
Co-Founder & President  
UBCC



## READ THESE CASE STUDIES, LEARN WHAT YOUR COLLEAGUES ARE SAYING

### UBCC MAKES CUSTOMIZED REPORTS EASY

- Importing data is never a concern
- Great customer support
- Efficiency is the most critical aspect
- Being growth-minded and adding services to compliment a business

### UBCC PROVIDES THE COMPETITIVE ADVANTAGE OF JOB COSTING AND DETAILED REPORTING

- Customized report generation is easy, get it done in 5 keystrokes and 10 seconds!
- A competitive advantage equates to a great marketing opportunity

### UBCC GIVES YOU THE FREEDOM AND TOOLS TO RUN YOUR BUSINESS AND GROW IN ANY WAY YOU WANT TO

- UBCC is stable, accurate, and powerfully fast!
- Customization of reports generates client loyalty for life
- UBCC continuously enhances their software and provides automated advantages

#### PAYROLL IN 30-SECONDS

*See what importing payroll in 30-seconds can do for your bottom line.*

Schedule a Web demo. **CLICK HERE**

#### WRITE UP SOFTWARE YOUR FIRM WILL NEVER OUTGROW

*Runs on your current and future computer systems.*

Schedule a Web demo. **CLICK HERE**

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## System-wide Enhancements

### Paperless eFile Cabinet

- Enhanced the Paperless File Cabinet controls with an *Append to existing PDF* option, allowing multiple reports to be easily included in one PDF file.
- Added the option to place the report title in the file name as well as report date, program creating the report (i.e. payroll, GL, etc), and client ID to the automated self-defined file naming conventions making for extremely flexible automatic file naming. This makes the file names meaningful to everyone, aiding in the ease and speed of organization and file retrieval.
- Enhanced the PDF file structure for easier organizing of the paperless eFile cabinet by allowing for the creation of subfolders directly under the Client ID. Sub-folders can be created for any use such as quarterly payroll tax returns, profit/loss statements, bank reconciliations etc., with similar reports grouped together for each client.

**Gmail or Outlook Email to send reports.** Operators now have the choice of using Internet-based Gmail, or their installed email program such as Outlook, to send email containing electronic payroll stubs (eStubs) automatically as email delivered reports (eReports) and monthly AR statements (eStatements).

**Remote printing.** Printing from a remote location or from a client's office is very easy for all reports, including laser generated checks with signatures and logos - using thin clients on a LAN or Internet login methods such as GoToMyPC or LogMeIn.

**Customized reporting.** The custom reports (Report Generators) were significantly enhanced to allow for a range within equations, which results in great flexibility and highly customizable reports to fit any client situation.

**UBCC's Custom eMail Merge program for effortless letter writing and client communication.** The UBCC Letter Writer works similarly to "mail merge" function in Microsoft Word, where data fields can be used in operator created form letters, populating information that applies specifically to each client and/or employee with either a paper letter or eMail correspondence. Marketing letters, quarterly reminders, newsletters or any other message to your clients and prospects can be quickly and easily sent. Demographic, dollar amount, and benefit information can be generated into informative and timely communications to employees. Clickable URL's can also be added to the letter to direct clients or employees to specific websites such as a Human Resource/Benefits portal.

**Customized logos, watermarks and/or any graphic can be automatically added to any printed document.** The Laser Macro generation module now allows the operator to automatically add any amount of graphics to any printed document such as payroll check signing. Additional features allow the operator to:

- Sign any tax form or report such as 940/941 and other state and federal forms where a signature is needed by the client, end user, owner of company, or the payroll service bureau acting with power of attorney.
- Add the most often used graphics such as logos, letterhead, watermarks or any other kind of graphic to a standard generated report, form, or checks.
- Add a company slogan such as "*Payroll prepared by...*"
- Conduct all printing simultaneously, in one pass. Printing can occur at the fully rated speed of the printer rather than the reduced speed necessary when the graphics re-load for every page.

**Daily zip backup.** The data file backup can now be scheduled to run automatically (or on demand any time) creating a single compressed backup file for each day. This results in a smaller backup file and allows multiple days' of backup files to be placed in the same folder.

## Write Up Enhancements

**Auto-fill descriptions.** Operators can now auto-fill descriptions when journalizing in General Ledger and Bank Reconciliation. This enhancement increases productivity and consistency by showing the matches to previous checks or journal entries – with matches being refined as more letters are typed allowing the operator to hit the enter key to accept the rest of the description. Additionally, the previous account number and amount are also displayed and can be used by the operator if desired.

**Check & journal entry pop-up lists.** Created a pop-up list for checks and journal entries in General Ledger and Bank Reconciliation showing all checks or journal entries that are present in the journal that the operator is working in, while allowing the operator to see all entries at a glance and to select, change, or delete any entry.

**Bank detail & bank entry pop-up lists.** Created Bank Detail & Bank Entry Clearing pop-up list to show all transactions for the bank account used in a journal, allowing the operator to see all the entries at a glance and to select, change, or delete any entry.

## QuickBooks

- General Ledger and Import General Ledger to work more efficiently with CSV files exported from accrual QuickBooks posted to a single summary transaction for any specific account or including the full detail when needed. This enhancement has been designed to handle multiple variations of QuickBooks setups.
- Increased the maximum size allowed of the New (QuickBooks) account number from 60 to 120 characters for Unified Payroll General Ledger Listing and QuickBooks IIF file creation .

**PDF creation.** UBCC Business Performance Graphs can now be made into PDF files.

**Financial statements for rolling periods.** Run GL financial statements for 12 or 13 periods-per-year with rolling totals, or for any dates that do not coordinate with the calendar or fiscal year.

**Automated report running.** UBCC's Current Year Ledger for the General Ledger, Historical Check Register and Current Monthly Payroll Register now automatically run via a Batch Queue for quarterly or annual clients.

**Customized descriptions.** Custom descriptions to a variety of General Ledger reports and exports are now available.

**Practice Status Report.** Improved the UBCC Practice Status Report to export to a CSV file for further analysis using Excel, where it can be re-sorted and enhanced with graphs, charts, and more.

## Payroll Enhancements

**Automated tax payments via the ACH network.** Federal and State tax payments may now be made automatically and directly to those agencies via the ACH payments network with an addenda record that provides full detail as to the Tax ID number, tax form, and the period being paid.

**Excel time sheet.** The Excel time sheet has been enhanced to have tremendous flexibility, with recent enhancements including:

- Simplified the time calculator by allowing for all common pay-period types based on start and end times, breaks, lunches and more, automatically calculating the time-per-shift and time-per-payroll.
- Added a new hire tab containing all information needed to set up payroll for a new employee. Information can be added by end client including employee withholding, routing information and demographic information. This Excel time sheet serves as the central location for all employee information, which is convenient for a payroll service bureau's auto-import of that data.
- Vacation time can be entered as a flexible rate, allowing the operator to designate a different hourly rate rather than defaulting to a standard rate.
- PTO (Paid Time Off) tracking and reporting is now more flexible to allow for units (days and ½ days) or hours.
- Expanded the number of flex-columns to 20 to allow the operator to serve complex client-driven needs.

**Tax forms additions and electronic filing flexibility.** Tax forms 945 and 1099-R have been added, along with the electronic filing of 941 and 940 directly to the IRS. This unique capability separates UBCC from most competitors by allowing all enrolled agent to file without using a costly separate filing service.

**Certified Payroll reporting.** Highly efficient payroll reporting for Certified Payroll including employee labor overhead and job cost labor overhead.

**QuickBooks-created payroll import.** Import of QuickBooks-created payroll detail into UBCC has been improved. This allows for automatic posting to UBCC's General Ledger for Write-up purposes, as well as creation of the Federal and State tax reports or electronic submission files and the payment of the federal, state, and local payroll tax obligations through UBCC's ACH Automatic Tax Payment system.

**Automatic EFTPS updates.** UBCC automatically accrues the EFTPS tax information daily, on a client-by-client basis, for uploading to the EFTPS system. Additionally, UBCC has enhanced the reporting to the EFTPS batch filer system for entirely automatic updating and payment.

**Notes feature.** Operators now have the ability to display client-specific notes as well as employee notes that affect processing or provide reminders. These notes can be set to display every time the client ID or employee is accessed, once-per-day, or upon operator request.

**Monitoring of fields and tracked changes.** Changes to data fields are automatically saved to provide a forensic history of all employee demographic fields, including when a field was changed and by whom, with the current and previous values. Historical information becomes particularly critical when payroll information is being modified via portal by clients and the payroll service bureau.