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## Our NEW isolved release goes live:

### June 21, 2024

Release v10.11 has some exciting new additions! We are working hard to provide the best tools for you and your team.

#### In this release:

- Tax Form Updates
- FLSA Exemption Threshold Report Update
- MFA Window Extended

#### **Human Resources**

## **Tax Form Updates**

With this release, we've made updates to federal and state withholding forms that are used in Onboarding and the Tax Updates screen in self-service.

Here is the list of changed forms:

U.S. Form Changes
Colorado: Form W-4 (CO101)
Michigan: Form IT-4 (OH101) Ohio non-resident flow updated
Oregon: Form OR-W-4 (OR101) worksheet calculation corrected
Pennsylvania: Form CLGS-32-6 validation updated; Form REV-419 EX version updated

Please refer to the full <u>Symmetry Release</u> document for more details.

#### **Payroll**

## FLSA Exemption Threshold Report Update

US Department of Labor Wage and Hour Division new regulations requiring the minimum salary for exempt employees increased to \$43,888 annually effective July 1, 2024.

With this change, we are updating the existing report "FLSA Exemption Threshold Report" to use the \$43,888 annual value. Clients will be able to run an audit with an effective date of July 1<sup>st</sup> or later to determine which employees meet the new exemption requirements. The threshold for the FLSA report has also been updated for the change on 01/01/2025.

For further information, see this article on the Department of Labor website https://www.dol.gov/agencies/whd/overtime/rulemaking.



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#### **Client Reports Screen - FLSA Exemption Threshold Report**

#### Client Reports

Report Category:	All	~	🕍 Generate Report 🛛 🔂 Go To My i	teports Queue	
Search:	FLSA	Filter	Once your report request has be report will be available in My Re	een submitted you can do any of the following: Ru	In another report, go to My Reports Queue to retrieve reports, or exit this screen to perform other tasks. The
Output Name		Report Type			
FLSA Exemption Threshole	t i	As Of Date	FLSA Exemption Threshold		
			This report identifies employees w threshold based on their pay setup	to fall or potentially fall below the FLSA exemption and job classification.	
			Filtering		
				Report Data will include all payrolls within the Quarter/Year up to and including the As Of Date.	
			As Of Date:		
			Date Type:		
				This report is available to run at the client level. If the Legal Company is left blank the report will be run for ALL Companies.	
			Legal Company:	~	
			Pay Groups:	~	
			Employee:		
			Organization Level:		
			Include Inactive & Termed Include Compliance Calc Include Exceptions Only	ŏ	
			Options		
			Format:	Excel	

#### FLSA Exemption Threshold Report Data

Employee Name	Employee Id	Job Title	Highly Compensated	Work Location	FLSA	Pag Type	Annual Salary	Non-Discretionary	Total FLS	A	Compliance Result Excluding	Compliance Result Including	Compliance Increase Excluding	Compliance Increase Including	
								Payments	Salary		Non-Discretionary Payments	Non-Discretionary Payments	Non-Discretionary Payments	Non-Discretionary Payments	
Jenny Jackson	4	None reported	No	NORTH OLMSTED, OH	None reported	Salary	\$71997.	38	0	71997.38	Pass	Pass			
Henry Hourly	2	None reported	No	NORTH OLMSTED, OH	None reported	Salary	\$78000.	00	0	78000	Pass	Pass			
Sandy Salary	5	None reported	No	NORTH OLMSTED, OH	None reported	Salary	\$104000.	00	0	104000	Pass	Pass			
Danny Dept	5	None reported	No	NORTH OLMSTED, OH	None reported	Salary	\$78000.	00	0	78000	Pass	Pass			
Brian Harry	5	None reported	No	NORTH OLMSTED, OH	None reported	Salary	\$78000.	00	0	78000	Pass	Pass			
John Denver	7	None reported	No	DENVER, CO	None reported	Salary-Exempt	\$65520.	00	0	65520	Pass	Pass			
Mandy Montana		None reported	No	ABSAROKEE, MT	None reported	Salary	\$48000.	00	0	48000	Pass	Pass			
Test Ohio	59102	None reported	No	CLEVELAND, OH	None reported	Salary	\$26000	00	0	26000	Potential Fail	Potential Fail"	178	388	17888
Peggy Olsen	59103	None reported	No	MONTPELIER, VT	None reported	Salary	\$72000.	00	0	72000	Pass	Pass			
Fanny FSA	59104	None reported	No	MONTPELIER, VT	None reported	Salary	\$96000	00	0	96000	Pass	Pass			
JoegFSA	59105	None reported	No	CLEVELAND, OH	None reported	Salary	\$48000.	00	0	48000	Pass	Pass			
Fannie Fagette Ville	59107	None reported	No	LEXINGTON-FAYETTE,	None reported	Salary (Variable Entered Hours)	\$48000	00	0	48000	Pass	Pass			
Johathan Jones	59108	None reported	No	CLEVELAND, OH	None reported	Salary	\$0.	00	0	0	Potential Fail"	Potential Fail	438	388	43888
Cathy Charles	59110	Electrician	No	BIRMINGHAM, AL	Non-Exempt	Salary	\$26000	00	0	26000	Pass	Pass			
Hank Villiams	-Bern	None reported	No	MONTPELIER, VT	None reported	Salary	\$26000.	00	0	26000	Potential Fail	Potential Fail"	178	888	17888
Jackie Jackson	59114	None reported	No	OAKFORD, PA	None reported	Salary	\$26000	00	0	26000	Potential Fail	Potential Fail	176	999	17888
Lang Lake	59115	None reported	No	NORTH OLMSTED, OH	None reported	Salary	\$26000.	00	0	26000	Potential Fail	Potential Fail	178	888	17888
Jackie Jansen	59116	None reported	No	NORTH OLMSTED, OH	None reported	Salary	\$39000.	00	0	39000	Potential Fail*	Potential Fail*	46	309	4888

#### Platform

## MFA Window Extended

We are committed to continually improving your experience and security when accessing our systems. Based on your valuable feedback and our ongoing efforts to optimize our processes, we are making an important update to the Multi-Factor Authentication (MFA) policy. We have decided to extend the verification window to 26 hours for users who choose the "remember this device" option.

#### What's Changing?

The MFA window has been extended to 26 hours.

#### Why This Change?

- Reduced Frequency: By extending the MFA window, you will need to authenticate less frequently, thus reducing the interruptions to the user's working day.
- User Convenience: A slightly longer MFA window provides more flexibility, especially for those working across varying schedules.

#### What You Need to Do:



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You do not need to take any action. This change has been implemented automatically, and you will notice the new MFA window in effect from the specified date above.

Thank you for your understanding and cooperation as we strive to enhance our security measures and your user experience.

## v10.12 Sneak Peek

We are still working on new items for tentative release v10.12. Please check the next newsletter for more information.

#### **Adaptive Employee Experience**

### **Unified Header**

We are thrilled to share two updates to the Employee User Experience in AEE! These enhancements will improve the usability and consistency of AEE, ensuring a more productive navigation experience for our users.

#### **Refreshing our Header: What is changing?**

As part of this update, users will notice the following changes in AEE:

- Addition of new speed dial capabilities for punching in and out
- Relocation of the profile picture with options to manage the account in Identity or log out
- Access to the settings function for user preferences, switching users, and more through the profile picture

New speed dial capabilities





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Streamlined user preferences through profile picture

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The mobile app will mirror the changes in the desktop version.

## Site Selection

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We are making the site or tenant selection process when logging into isolved more intuitive and user friendly. Key features include logic update that will only display the site or sites they have an active account in, and a UI update where sites will show as blocks that spell out the site name, have a logo, and a message of when you last accessed the site. Users will also have the ability to hide or unhide a site within the view!



