

SAP Crystal Reports: Linking Tables (Intermediate Level)

*With Lynn Clee and
Clay Stauffer*

November 30, 2020



Welcome



GoTo Webinar Panel:

- Handout
- Questions (phones are muted)

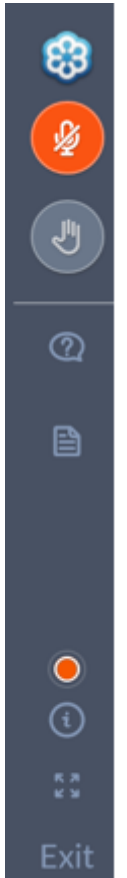
Additional Information:

- Access a recording of today's webinar in approximately 2 weeks at

<https://www.sage.com/en-us/cp/hrmslearningseries/>

Questions →

Handout →





Active Employee Dependent List

Allen, Hugh F	151		
Jill A. Allen		Female	12/4/1960
Madeline Allen		Female	4/25/1985
Woody Q. Allen		Male	12/26/1998
Ament, John	10245	[NONE]	
Andrews, Clay	10236		
Emily Andrews		Female	7/4/2005
River Andrews		Female	8/25/1978

Company + Empno

Common Payroll Tables



Table Name	Description
UPEMPL	UP–Employees (Master table)
UPEMPD	UP–Employee Earnings/Deductions
UPEMPT	UP–Employee Taxes
UPTCHD & UPTCDT	UP- Timecard Header & UP-Timecard Detail
UPCHKH & UPCHKD	UP–Check Header & UP-Check Details

Employee

Objectives



- Link tables using the wizard
- Discuss the importance of link options
- Lynn's tip



Let's get started!

Another awesome report!



W-4 Additional Tax Withholding

<u>Name</u>	<u>Employee ID</u>	<u>Tax Code</u>	<u>Extra W/H</u>
Allen, Hugh F	151	USFIT	25.00
Andrews, Clay	10236	USFIT	30.00
Barnes, Shannon C	152	USFIT	50.00
Kantor, Charlie	10295	USFIT	20.00

Activities

- Polling Question
- Fill in the blanks on Page 5

SAP Crystal Reports – Level II: Building your Skills



Duration: 8 hours Cost: \$549

Further develop your report-writing skills with this advanced training on SAP® Crystal Reports for Sage HRMS. Building on your understanding of the basics of SAP® Crystal Reports. During this virtual, instructor-led course we will discuss the linking tables interface, the application of formula special fields, the formula editor, and using formulas correctly. You will learn to gain more control over your data with advanced techniques for extracting and depicting information using the tools you already have in SAP® Crystal Reports to turn your Sage HRMS data into interactive, actionable information.

This training includes hands-on exercises so you can practice what you have learned in a demo environment.

Who should attend?

All Sage HRMS users who are tasked with extracting and sharing HRMS information. Please note: the payroll portions are for Sage Abra Suite Payroll and not Sage HRMS Payroll.

Prerequisites:

Students should have attended the ES - SAP Crystal Reports for Sage HRMS Level I: Laying the Foundation course or have the knowledge contained therein prior to attending this course.

Upcoming Sessions:


December 4, 2020

January 15, 2021

To register, go to <https://sageu.com/hmrs>

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Links and helpful information



Topic	Description	Link
Sage University	Sage University (Training). Helpdesk: Telephone: 1-855-724-3864 Email: SageUniversity@sage.com	https://www.sageu.com/hrms
10% off	Use discount code HRMSresource when registering for Sage HRMS instructor-led training on Sage University	
Sage City Forums	Access Sage City Forums Training and Announcements, News and Alerts	https://www.sagecity.com/support_communities/sage_hrms/f
Sage City Global Resources	New page in Sage City for Online Support Resources. Explore Sage University, register for the free webinars, access our training forum, view documentation, read product news and alerts, chat with a support representative and more!	https://www.sagecity.com/global-resources
HRMS Learning Series	Register for live webinars, access on demand recordings and handouts, questions and answers. Write a review.	https://www.sage.com/en-us/cp/hrmslearningseries/
Grad Caps 	Icon inside Sage HRMS takes you to Sage University to browse for related training.	

Questions and Answers



With Clay Stauffer

A summary of Q&A will be available at:

Sage City HRMS Forum:

www.sagecity.com/support_communities/sage_hrms/

Learning Series Registration Page:

<https://www.sage.com/en-us/cp/hrmslearningseries/>

Upcoming Webinars



Processing Payroll 101 – Part 4: Balancing Your Payroll and Making Adjustments

When: Join us on **December 21st OR January 7th**, from **10-11 AM Pacific Time | 1-2 PM Eastern Time**.

Who should attend: Ever wonder what are the suggested reports to balance during payroll processing? Have you ever discovered a payroll error and weren't sure how or where to make the correction? If so, this webinar is for you.

You will learn how to:

- ✓ Print and Export Payroll Reports
- ✓ Search a report
- ✓ Identify what information is contained in Transaction and Employee Reports
- ✓ Associate at what stage of the payroll a report should be accessed and why
- ✓ Decide whether to make a correction/adjustment in Transaction History or in a Timecard

Note: While reports from the Sage HRMS US Payroll module will be demonstrated, Canadian Payroll Reports are very similar.

Suggested Prerequisites: Participants should have a cursory knowledge of Sage HRMS Payroll

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