



LIFE·PAC®

Accounting

Student Book

Unit 8



PAYROLL

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ACCOUNTING LIFE PAC 8

PAYROLL RECORDS

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ACCOUNTING LIFEPAC 8

PAYROLL RECORDS

OVERVIEW

Payroll accounting is a very important function of every business that hires employees. Handling payroll involves much more than recording the payroll transactions and paying cash to employees. It also requires accounting for: (1) withholdings from employees' **wages**, (2) employer payroll taxes, and (3) employee benefits programs maintained by the employer.

The purpose of this LIFEPAC® is to provide an understanding of the payroll process and responsibilities.

OBJECTIVES

When you have completed this LIFEPAC you will be able to:

1. Define accounting terms associated with payroll records.
2. Understand accounting practices used to maintain payroll records.
3. List the mandatory and voluntary deductions that are withheld from employee wages.
4. List the major benefits of the Social Security program.
5. Analyze a time card.
6. Calculate gross wages.
7. Prepare a payroll register.
8. Make the necessary calculations to the payroll register.
9. Complete an employee earnings record.

VOCABULARY

Employee Earnings Record – a form used to summarize payroll payments made to each individual employee.

Federal Unemployment Tax (FUTA) – a federal tax used for administration of state and federal unemployment programs.

Federal Insurance Contribution Act (FICA) – a law requiring employers and employees to pay taxes to the federal government to support the Social Security programs; “FICA” also refers to the taxes themselves.

Gross Earnings – the total amount due each employee for the pay period before any payroll deductions; also referred to as gross pay.

Pay Period – a period covered by a salary payment.

Payroll – all salaries and wages paid to employees.

Payroll Deductions – required and voluntary deductions from gross earnings to determine net pay.

Payroll Register – an accounting form that summarizes payroll information for all employees during a specific pay period.

Quarterly – every three months; in a calendar year the quarters are January through March, April through June, July through September and October through December.

Salary – a payment plan that pays employees a fixed amount for each pay period.

Semimonthly – twice a month; refers to a pay period that usually falls on the 15th and the 31st of the month.

State Unemployment Tax – a tax imposed by a state to pay benefits to the unemployed.

Time and a Half – a term used to describe the rate a worker is paid for overtime. The overtime rate is the worker's regular hourly rate ("time") plus half his regular rate ("and a half").

Wages – payment based on an hourly rate or a piecework basis.

Withholding Allowance – the number of persons legally supported by the taxpayer.



SECTION I. PAYROLL FUNCTIONS & DEDUCTIONS



Payroll Functions

Payroll and related payroll taxes, along with employee benefits plans, constitute a major portion of a company's liabilities. In addition, employee compensation is often the largest expense that a company incurs. Since many businesses today are service-oriented, employee compensation is the major expense.

For this reason, it is important to note that payroll accounting is much more than recording transactions. Companies are required to maintain payroll records for each employee, file payroll taxes and comply with all federal and state employment regulations.

Payroll includes all salaries and wages paid to employees. Many managers, administrative personnel, and professional employees are paid a stated salary. A **salary** is paid as a specified amount per month or per year based upon the employee's contract. Normally clerks, factory employees and manual laborers are paid wages. **Wages** paid are based on an hourly rate or a piecework basis. It is common practice to use the words *salaries* and *wages* interchangeably.

A company's payroll procedures include the following three functions:

1. Hiring employees,
2. Timekeeping, and
3. Preparing and paying the payroll.

Larger companies have found it to their advantage to assign each of these functions to a different department or a different employee in the payroll department. In smaller companies, a single payroll clerk usually carries out these functions.

Hiring Employees. The listing of job openings, carrying out the screening process, interviewing the applicants and hiring employees is the responsibility of the owner, manager or the human

resources (personnel) department. These people must inform the payroll department or payroll clerk that an individual has been hired and needs to be placed on the payroll.

The owner, manager or human resources department also authorizes pay rate changes and terminations of employees. The changes are made in accordance with the employee contract or a union contract. The changes should be in writing and sent to the proper individual or department required to make payments.

Timekeeping. Inaccurate timekeeping could cost a business large sums of money; therefore, it is very important to control the timekeeping process. Hourly employees should be required to “punch” a time card to record time worked. By punching in on a time clock, time of arrival and departure are automatically recorded when the employee’s time card is inserted into the time clock.

Time clock procedures vary by the size of the business. Many businesses provide a security guard to make sure an employee uses only one card. In other businesses the time clock is monitored by the payroll clerk or manager. At the end of the **pay period**, a period covered by a salary or wage payment, the employee and the employee’s supervisor must sign the time card to verify the hours worked. All overtime hours must be approved by the supervisor or manager in order to keep overtime costs under control. For salaried employees, a manually-prepared time report is generally used as a record of time worked.

Preparing and Paying the Payroll. A payroll is prepared by the payroll department or payroll clerk based on two sources of information: (1) payroll rate authorizations, and (2) approved and verified time cards. It is the payroll clerk’s responsibility to calculate the gross wages and **payroll deductions**. The payroll clerk prepares the payroll checks, maintains payroll records and prepares payroll tax returns.

The payroll is paid by the accounting department. Payment is usually made by check to reduce the risk of loss, and the endorsed payroll check is evidence of payment. All checks must be signed by the owner or his/her agent. This agent may be a bookkeeper, treasurer or business manager.



Mandatory Payroll Deductions

If you receive a paycheck, you know that your **gross earnings** are greater than the amount you actually receive. The difference is due to payroll deductions. **Payroll deductions** are deductions from gross earnings to determine net pay. Some payroll deductions are mandatory and others are voluntary.

Social Security Taxes (FICA). The Social Security Act, enacted in 1935 by President Roosevelt, created a Social Security Board (SSB). Its function was to administer the new act. Its first responsibility was to assign a Social Security number to each employee in the United States. Its other functions included administering and distributing retirement payments.

Later the SSB became the SSA (Social Security Administration), responsible for enforcing the new laws under the modified Social Security Act. The administration was originally part of the Federal Security Agency but became an independent agency in 1995.

The **Federal Insurance Contribution Act (FICA)** requires employers and employees to pay taxes (FICA taxes) to the federal government to support the Social Security programs.

Employees can receive the following benefits from the Social Security Administration if they are eligible.

1. *Retirement Benefits.* The Social Security Act provides that qualified workers who reach the age of 62 and retire shall receive monthly retirement benefits for the remainder of their lives. The amount of benefits depends upon age at retirement. If you retire at age 62 you will receive less than retiring at 65 or older.
2. *Disability Benefits.* Any worker who becomes disabled on the job can collect Social Security benefits, no matter what their age. There is, however, a minimum contribution to the system before the employee is disabled. If the employee did not contribute the minimum into Social Security, he is not eligible for benefits. Disability payments are also made to the spouse and dependent children of the disabled worker.
3. *Survivor's Benefits.* The Social Security Administration usually pays benefits to the spouse with dependent children of a worker who dies. The monthly benefits received by the survivors are a percentage of the amount the worker would have received. The percentage is determined in part by whether the worker is employed and the number of dependent children. Dependent children of a retired, disabled or deceased worker usually receive a monthly benefit until they reach the age of 18. A surviving spouse without dependent children is not eligible for survivor's benefits until he or she reaches the age of 60.
4. *Medicare Benefits.* A major portion of Social Security funds is used to support the Medicare Insurance program. The Social Security funds, under Medicare provisions, provide federal hospital insurance for people who are over 65 or are disabled. To be eligible for Medicare, the worker must be eligible for Social Security benefits or railroad retirement benefits.

Each eligible employee must contribute to FICA. The contribution is based on gross earnings. The contribution rate for Social Security is 6.2% at the present time. The tax rate is applied to the first \$76,200.00 of wages earned. The self-employed person is subject to 12.4% of the first \$76,200.00 of the net profit of the business.

The Medicare tax rate is 1.45% of gross earnings. The Medicare tax must be paid on all salaries and wages earned. Congress has removed the dollar limit for Medicare contributions. The self-employed individual is subject to a 2.9% tax on net profits.

In addition to the employee being liable for Social Security payments, the employer must contribute to the funds at the same rate as the employee. Therefore, the employer must pay 6.2% for FICA tax and 1.45% for Medicare tax on each employee's total earnings.

By using this method of collecting contributions, the employee and employer contribute 12.4% to an employee's Social Security fund and 2.9% to an employee's Medicare fund. The basic theory of Social Security is to have the employee and employer contribute to a retirement plan for each eligible worker.

Federal Income Taxes. Under federal law, employers are required to withhold income from their employees' wages. The amount to be withheld depends upon three variables: (1) gross earnings, (2) the number of allowances claimed by the employee, and (3) the pay period.

1. "Gross earnings" refers to the total amount of compensation received for the pay period before deductions are made. The compensation includes wages/salary, bonuses, tips and commissions.
2. The number of allowances is based on two factors: (1) marital status – married or single, and (2) **withholding allowance** – the number of persons legally supported by the taxpayer. To inform the employer of each of these factors, the employee must prepare a W-4 form (Employee's Withholding Allowance Certificate). A sample W-4 form is shown below.

Cut here and give Form W-4 to your employer. Keep the top part for your records.

W-4 Department of the Treasury Internal Revenue Service		Employee's Withholding Allowance Certificate		OMB No. 1545-0047 2008
Whether you are entitled to claim a certain number of allowances or exemption from withholding is subject to review by the IRS. Your employer may be required to send a copy of this form to the IRS.				
1. Type or print your first name and middle initial. <i>Gertrude A.</i>		Last name <i>Schwartz</i>		2. Your social security number <i>123 45 6789</i>
Home address (number and street or rural route) <i>456 Miscellaneous Street</i>		3. <input checked="" type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Married, but withheld at higher Single rate. <small>Note: If married, but legally separated, or spouse is a nonresident alien, check the "Single" box.</small>		
City or town, state, and ZIP code <i>anywhen, US 12345</i>		4. If your last name differs from that shown on your social security card, check here. You must call 1-800-772-1213 for a replacement card. <input type="checkbox"/>		
Total number of allowances you are claiming (from line H above or from the applicable worksheet on page 2)				5. <i>1</i>
Additional amount, if any, you want withheld from each paycheck				6. \$
I claim exemption from withholding for 2008, and I certify that I meet both of the following conditions for exemption:				
<ul style="list-style-type: none"> • Last year I had a right to a refund of all federal income tax withheld because I had no tax liability and • This year I expect a refund of all federal income tax withheld because I expect to have no tax liability. 				
If you meet both conditions, write "Exempt" here ▶ 7				
Under penalties of perjury, I declare that I have examined this certificate and to the best of my knowledge and belief, it is true, correct, and complete.				
Employee's signature <i>Gertrude A. Schwartz</i>		Date <i>4-22-08</i>		
Employer's name and address (Employer: Complete lines 8 and 10 only if sending to the IRS)		8. OEO code (optional)	10. Employer identification number (EIN)	
Privacy Act and Paperwork Reduction Act Notice, see page 2.		Cat. No. 105200		Form W-4 (2008)

3. Pay periods can be weekly, biweekly (every other week), **semimonthly** (twice a month—usually the 1st and the 15th), and monthly. The federal government supplies withholding tables that determine the amount of tax to be withheld. These withholding amounts are based on gross earnings and the number of allowances claimed. The greater the number of allowances, the smaller the tax that is withheld.

The payroll clerk determines the amount of income tax withholding for an employee by using a withholding table like the one pictured on the next page.

For example, a married employee with 3 exemptions has total earnings in a weekly pay period of \$645.00.

1. Locate the proper earnings level on the tax table. If gross wages are \$645.00, locate the line that says **At least \$640 – But less than \$650**.
2. Find the column that has the correct number of withholding allowances claimed: **3**.
3. Find the withholding amount: **\$54.00**. This amount is entered in the payroll register in the Federal Income Tax column. (The payroll register will be discussed further in Section III.)

NOTE: Examples of income and tax rates in this section are for practice and calculation purposes. The amounts may not reflect what the student is familiar with.

MARRIED Persons- WEEKLY Payroll Period													
(For Wages Paid in 2000)													
If his wages are:		And the number of withholding allowances claimed is:											
At least	But less than	0	1	2	2	4	5	6	7	8	9	10	11
		The amount of income tax to be withheld is-											
\$0	\$125	0	0	0	0	0	0	0	0	0	0	0	0
125	130	1	0	0	0	0	0	0	0	0	0	0	0
130	135	1	0	0	0	0	0	0	0	0	0	0	0
135	140	2	0	0	0	0	0	0	0	0	0	0	0
140	145	2	0	0	0	0	0	0	0	0	0	0	0
145	150	4	0	0	0	0	0	0	0	0	0	0	0
150	155	4	0	0	0	0	0	0	0	0	0	0	0
155	160	5	0	0	0	0	0	0	0	0	0	0	0
160	165	5	0	0	0	0	0	0	0	0	0	0	0
165	170	7	0	0	0	0	0	0	0	0	0	0	0
170	175	7	0	0	0	0	0	0	0	0	0	0	0
175	180	8	0	0	0	0	0	0	0	0	0	0	0
180	185	9	1	0	0	0	0	0	0	0	0	0	0
185	190	10	1	0	0	0	0	0	0	0	0	0	0
190	195	10	2	0	0	0	0	0	0	0	0	0	0
195	200	11	2	0	0	0	0	0	0	0	0	0	0
200	205	12	4	0	0	0	0	0	0	0	0	0	0
205	210	14	6	0	0	0	0	0	0	0	0	0	0
210	215	15	7	0	0	0	0	0	0	0	0	0	0
215	220	17	9	0	0	0	0	0	0	0	0	0	0
240	250	18	10	2	0	0	0	0	0	0	0	0	0
250	260	20	12	3	0	0	0	0	0	0	0	0	0
260	270	21	13	3	0	0	0	0	0	0	0	0	0
270	280	22	15	0	0	0	0	0	0	0	0	0	0
280	290	24	18	8	0	0	0	0	0	0	0	0	0
290	300	25	18	9	1	0	0	0	0	0	0	0	0
300	310	27	19	10	1	0	0	0	0	0	0	0	0
310	320	29	21	12	4	0	0	0	0	0	0	0	0
320	330	30	22	14	5	0	0	0	0	0	0	0	0
330	340	32	24	15	7	0	0	0	0	0	0	0	0
340	350	33	25	17	9	1	0	0	0	0	0	0	0
350	360	35	27	18	10	2	0	0	0	0	0	0	0
360	370	36	28	20	12	4	0	0	0	0	0	0	0
370	380	38	30	21	13	5	0	0	0	0	0	0	0
380	390	39	31	23	15	7	0	0	0	0	0	0	0
390	400	41	32	24	16	8	0	0	0	0	0	0	0
400	410	42	34	25	18	10	2	0	0	0	0	0	0
410	420	44	35	27	19	11	3	0	0	0	0	0	0
420	430	45	37	29	21	13	5	0	0	0	0	0	0
430	440	47	39	30	22	14	6	0	0	0	0	0	0
440	450	48	40	32	24	16	8	0	0	0	0	0	0
450	460	50	42	33	25	17	9	0	0	0	0	0	0
460	470	51	43	35	27	19	11	3	0	0	0	0	0
470	480	53	45	36	28	20	12	4	0	0	0	0	0
480	490	54	46	38	30	22	14	6	0	0	0	0	0
490	500	55	48	39	31	23	15	7	0	0	0	0	0
500	510	57	50	41	32	25	17	9	0	0	0	0	0
510	520	59	51	43	34	26	18	10	2	0	0	0	0
520	530	60	52	44	35	28	20	12	4	0	0	0	0
530	540	62	54	45	37	29	21	13	5	0	0	0	0
540	550	63	55	47	38	31	23	15	7	0	0	0	0
550	560	65	57	48	40	32	24	16	8	0	0	0	0
560	570	66	58	50	42	34	26	18	10	2	0	0	0
570	580	68	60	51	43	35	27	19	11	3	0	0	0
580	590	69	61	52	45	37	29	21	13	5	0	0	0
590	600	71	63	54	46	38	30	22	14	6	0	0	0
600	610	72	64	55	48	40	32	24	16	8	0	0	0
610	620	73	65	56	49	41	33	25	17	9	0	0	0
620	630	75	67	59	51	43	35	27	19	11	3	0	0
630	640	77	69	60	52	44	36	28	20	12	4	0	0
640	650	78	70	62	54	46	38	30	22	14	6	0	0
650	660	80	72	63	55	47	39	31	23	15	7	0	0
660	670	81	73	65	57	49	41	33	25	17	9	0	0
670	680	82	75	66	58	50	42	34	26	18	10	2	0
680	690	84	76	68	60	52	44	36	28	20	12	4	0
690	700	85	78	69	61	53	45	37	29	21	13	5	0
700	710	87	79	71	62	55	47	39	31	23	15	7	0
710	720	89	81	72	64	56	48	40	32	24	16	8	0
720	730	90	82	74	65	58	50	42	34	26	18	10	2
730	740	92	84	75	67	60	52	44	36	28	20	12	4

State Income Taxes. States and cities may also impose income taxes on employees. If such taxes are imposed, the employer is required to withhold them also. The withholding procedure is the same as the federal government, using the same criteria. The state and city supplies the withholding tax tables and the employer determines the tax to be withheld. The basis for withholdings is: (1) gross earnings, (2) the number of allowances, and (3) the pay period.

In some states, the income tax is figured using a percentage of the employee's federal withholding amount. Other states use a tax table similar to the one shown below:

ANNUAL WAGE BRACKET WITHHOLDING TABLE IF THE PAYROLL PERIOD WITH RESPECT TO AN EMPLOYEE IS ANNUAL											
AND THE WAGES ARE			AND THE NUMBER OF WITHHOLDING EXEMPTIONS CLAIMED IS-								
AT LEAST	BUT LESS THAN		0	1	2	3	4	5	6	7	8 OR MORE
THE AMOUNT OF STATE INCOME TAX TO BE WITHHELD SHALL BE-											
\$	0	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
1,000.	2,000.	0	0	0	0	0	0	0	0	0	0
2,000.	3,000.	4	8	8	0	0	0	0	0	0	0
3,000.	4,000.	16	8	8	0	0	0	0	0	0	0
4,000.	5,000.	32	12	8	0	0	0	0	0	0	0
5,000.	6,000.	56	34	8	0	0	0	0	0	0	0
6,000.	7,000.	97	78	8	0	0	0	0	0	0	0
7,000.	8,000.	159	126	16	0	0	0	0	0	0	0
8,000.	9,000.	190	173	53	15	0	0	0	0	0	0
9,000.	10,000.	221	221	102	42	0	0	0	0	0	0
10,000.	11,000.	263	262	150	110	70	30	0	0	0	0
11,000.	12,000.	304	304	199	159	119	79	39	0	0	0
12,000.	13,000.	353	357	248	207	167	127	87	47	7	0
13,000.	14,000.	407	415	298	258	218	178	138	98	58	0
14,000.	15,000.	462	460	338	324	264	204	204	164	124	0
15,000.	16,000.	518	524	393	380	349	309	269	229	189	0
16,000.	17,000.	575	579	449	435	414	374	334	294	254	0
17,000.	18,000.	629	635	504	491	477	440	400	360	320	0
18,000.	19,000.	684	690	560	546	532	503	463	423	383	0
19,000.	20,000.	740	747	615	602	588	570	530	490	450	0
20,000.	22,000.	828	836	690	686	674	662	613	593	553	0
22,000.	24,000.	946	955	816	804	792	781	749	733	693	0
24,000.	26,000.	1,065	1,073	955	923	911	900	880	873	833	0
26,000.	28,000.	1,186	1,196	1,054	1,042	1,030	1,020	1,011	1,001	980	0
28,000.	30,000.	1,314	1,324	1,177	1,167	1,150	1,140	1,130	1,129	1,119	0
30,000.	32,000.	1,442	1,452	1,305	1,295	1,285	1,276	1,266	1,257	1,247	0
32,000.	34,000.	1,569	1,580	1,437	1,427	1,413	1,404	1,394	1,385	1,375	0
34,000.	36,000.	1,697	1,708	1,568	1,558	1,541	1,532	1,522	1,512	1,502	0
36,000.	38,000.	1,825	1,835	1,680	1,678	1,669	1,659	1,650	1,640	1,631	0
38,000.	40,000.	1,955	1,964	1,816	1,806	1,797	1,787	1,778	1,771	1,765	0
40,000.	42,000.	2,095	2,107	1,944	1,938	1,932	1,926	1,920	1,914	1,909	0
42,000.	44,000.	2,236	2,250	2,087	2,081	2,075	2,069	2,063	2,058	2,052	0
44,000.	46,000.	2,379	2,393	2,228	2,224	2,218	2,213	2,207	2,201	2,196	0
46,000.	48,000.	2,519	2,534	2,373	2,367	2,362	2,356	2,350	2,344	2,338	0
48,000.	50,000.	2,661	2,677	2,517	2,511	2,505	2,499	2,493	2,487	2,481	0
50,000.	52,000.	2,762	2,805	2,644	2,638	2,648	2,642	2,636	2,630	2,624	0
52,000.	54,000.	2,885	2,927	2,793	2,797	2,791	2,785	2,779	2,773	2,767	0
54,000.	56,000.	3,004	3,048	2,915	2,920	2,914	2,908	2,922	2,916	2,911	0
56,000.	58,000.	3,125	3,169	3,036	3,040	3,034	3,028	3,045	3,039	3,034	0
58,000.	60,000.	3,247	3,290	3,157	3,161	3,205	3,218	3,214	3,210	3,207	0

COMPUTE 3.98 PER CENT ON WAGES IN EXCESS OF MAXIMUM SHOWN ABOVE AND ADD TO LAST TAX AMOUNT IN APPLICABLE COLUMN.

NOTE: Examples of income and tax rates in on this table are for practice and calculation purposes. The amounts may not reflect what the student is familiar with.

NOTE: The tax rates for individual states are varied, and the method of calculating state income tax also varies from state to state. For this reason, the majority of the exercises in this LIFEPAAC will not show state income tax as a deduction on the sample payroll registers and employee earnings records.

Voluntary Payroll Deductions

Employees may elect to have money withheld for various voluntary deductions. All voluntary deductions must be authorized in writing by the employee. This requirement holds true whether the deduction is individually applied or part of a group plan. Deductions such as charity contribution, loan repayments and deposits to savings accounts are made by the individual employee. The group plan deductions include union dues, health and life insurance, and retirement plans.

Employer Payroll Taxes

Federal Unemployment Tax. The Federal Unemployment Tax (FUTA) is a federal tax used for administration of state and federal unemployment programs. The two purposes of this tax are: (1) to help states create a state unemployment system, and (2) to provide funds to states to administer their programs. These provisions help the federal government retain some control over the state programs.

The FUTA tax rate is 0.8% on the first \$7,000.00 earned by an employee. The employer must pay this tax. It cannot be deducted from the employees' wages. The report must be filed annually.

State Unemployment Tax. This is a tax imposed by a state to pay benefits to the unemployed. All states maintain their unemployment programs by imposing this tax on the employer. Since the standards for unemployment compensation law are set by the Social Security Act, a certain amount of uniformity exists between states.

The state unemployment tax rate varies throughout the nation. In addition, many states offer an employer merit rating which reduces the tax rate for that business. However, the average imposed tax is 5.4% on the first \$7,000.00 earned by an employee. The state unemployment tax must be paid **quarterly**.

Disability Insurance. In addition to Social Security's provision for disability, many states require the employer carry an additional disability policy. This policy covers a percentage of the employee's wages if the employee is injured off the job and is unable to work.

The insurance premiums can be paid by both the employer and the employee. The maximum premium an employee has to pay is \$0.60 per week in most states. The balance of the premium is the employer's responsibility. Again, each state has its own regulations related to disability insurance.

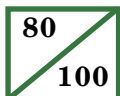


Review the material in this section in preparation for the Self Test. The Self Test will check your mastery of this particular section. The items missed on this Self Test will indicate specific areas where restudy is needed for mastery.

SELF TEST 1

Complete the following activities (each answer, 5 points).

- 1.01 List the major requirements for payroll accounting.
- a. _____
 - b. _____
 - c. _____
- 1.02 List the three major payroll functions performed by a business.
- a. _____
 - b. _____
 - c. _____
- 1.03 What three payroll deductions are required by law?
- a. _____
 - b. _____
 - c. _____
- 1.04 Which form is used to indicate the number of withholding allowances? _____
- 1.05 What are the two items listed on the above-mentioned form that are used to determine the amount of federal income tax to be withheld?
- a. _____
 - b. _____
- 1.06 What is the maximum tax base for reporting FICA tax? _____
- 1.07 List four benefits that qualified individuals can receive from the Social Security Administration.
- a. _____ b. _____
 - c. _____ d. _____
- 1.08 What is the maximum tax base for federal and state unemployment taxes? _____
- _____
- 1.09 Deductions an employee directs an employer to withhold from his/her wages are called _____.
- 1.010 Who is liable to pay Social Security and Medicare taxes? _____
- _____
- _____



Score _____

Adult Check _____

Initial _____ Date _____