

# Install and Upgrade Guide for Reckon Accounts 2015 Tax Update

Version 1.0

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## Reckon Accounts 2015 Tax Update Introduction

The purpose of this document, **Install and Upgrade Guide for Reckon Accounts 2015 Tax Update**, is to provide you with information on all the relevant changes which will occur as a result of you installing this Service Pack. It is important that you read it before installing the Service Pack.

The Reckon Accounts 2015 Tax Update Service Pack addresses the following:

1. PAYG Tax Tables for 2015/16 financial year;
2. Superannuation Alternative File Format (SAFF);
3. Price Level update.

These measures are detailed as below.

### PAYG Tax Tables for 2015/16 Financial Year

Although the Federal Budget had no overall major PAYG changes, HELP and SFSS are indexed to CPI and so their thresholds have been adjusted. As a result, new PAYG tax tables apply to Reckon Accounts.

Installing Service Pack 1 will ensure that the correct taxation is applied to salaries and wages in the new financial year from 1<sup>st</sup> of July 2015.

For more information on the new tax tables, visit the following ATO link:

<https://www.ato.gov.au/Rates/Tax-tables/>

### Superannuation Alternative File Format (SAFF)

The Super Data Export feature introduced in the previous release of Reckon Accounts has been updated which allows you to export your super data into two different formats:

1. Go to the **File** menu, select **Utilities** and then select **Export, Electronic Files** and then click **Super Data...** or
2. Go to the **Employees** menu, click **Super Data Export**.

Choose **Super Data Export**, Reckon Accounts exports the data into Super Pay file format, for example, to be used by NAB Super Pay service. Or

Choose **Export SAFF**, Reckon Accounts exports a .csv file in the Superannuation Alternative File Format (SAFF), which is the standard file format used for uploading super payments to SuperStream.

For more information on using SuperStream and SAFF file, visit

<https://www.ato.gov.au/Super/SuperStream/>

## Price Level update

In Reckon Accounts, Price levels let you set custom pricing for different customers or jobs. Reckon Accounts Service Pack 1 has resolved an issue where Reckon Accounts 2015 was not picking up default price level from customer's record. After you install the service pack, Reckon Accounts will pull up the correct custom price for a customer or job.

## Installation Guide

Reckon Accounts 2015 Tax Table Update is an update for Reckon Accounts 2015 customers. It includes changes as detailed above in this document, as well as tax tables for the 2015/16 Financial Year.

### Who needs to install this Update?

This update is for ALL versions of Reckon Accounts 2015. If you currently use Reckon Accounts 2015 Plus, Premier and Enterprise Payroll Functionality, you **MUST** install this update to be compliant for the 2015/16 Financial Year.

### Products Affected

The following Reckon Accounts products are affected:

1. Reckon Accounts Enterprise 2015
2. Reckon Accounts Premier 2015
3. Reckon Accounts Plus 2015
4. Reckon Accounts Accounting 2015
5. Reckon Accounts EasyStart 2015

### Countries Applicable

Australia

### Size / Name of download

10.5MB

Reckon Accounts\_2015\_TaxUpdate.exe

### Installing Reckon Accounts Tax Table Update

#### **WARNING!**

**This product contains tax tables for 2015/16 Financial Year that take effect from 1st July 2015.**

**You must process employee pays for the 2014/15 Financial Year prior to installing this update. Otherwise your 2014/15 pay calculations will not be correct.**

Once you have installed this update, Reckon Accounts will use the 2015/16 tax tables to calculate pays.

1. Process all pays for the 2014/15 financial year;
2. Rebuild your Reckon Accounts 2015 Company file(s);
3. Create a backup of your Reckon Accounts 2015 company file(s);
4. Exit from Reckon Accounts 2015;
5. Download the **Reckon Accounts\_2015\_TaxTableUpdate.exe** file and save it to a location on your hard drive (For example, C:\[temp] or the Desktop);
6. You must reboot your PC and ensure that Reckon Accounts remains closed during the update process;
7. After rebooting the PC you may need to stop the following Reckon Accounts services:
  - a) QBCFMonitorService or Database Manager Service &
  - b) QuickBooksDB24;

To do this:

- a) Click on Start then enter services.msc in the search programs... or Run box;
  - b) Find Database Server Manager or QBCF Monitor Service, right-click and select Properties;
  - c) Click on the Stop button.
8. Use Windows Explorer to locate the **Reckon Accounts\_2015\_TaxTableUpdate.exe**, the file you just saved, and double-click it to run the setup program.  
[Windows 7 and Windows Vista users only] Prior to installing the update ensure that you have UAC turned on and you are logged in as an Administrator;

**Note:** UAC is User Account Control. Go to the Control Panel, click User Accounts.

For all Windows Server installations, the installation must be started via the Add/Remove feature with the Control Panels Add or Remove programs.

9. Follow the on-screen instructions to install Reckon Accounts 2015 Tax Table Update. After installing the update successfully, you can delete the **Reckon Accounts\_2015\_TaxTableUpdate.exe** file. Alternatively, save it to a safe location in case you need to re-install Reckon Accounts and this update at a later date;

10. To check that Reckon Accounts 2015 Tax Table Update has been installed correctly, press Ctrl+1 on your keyboard. Your Reckon Accounts product information should be **Reckon Accounts 2015 Release R2P**. Reckon Accounts 2015 Plus, Premier and Enterprise customers can also verify by checking the tax table version. To do this, go to the Employees Menu and select Tax Table Information. If your tax table version matches **1516242**, it indicates that you have installed the update successfully;
  
11. **Note:** If you are using Reckon Accounts 2015 in a multi-user environment, you need to install this update on all workstations accessing your company file. You cannot use a company file in a multi-user environment unless all installations are updated to the same version. Please note that in network environments where you are using the Database Manager on a standalone server, the database manager DOES NOT require this upgrade.