

Workforce R365 Payroll: Payment Details

This article reviews the Payment Details page within R365 Payroll. Here, Users can view details for a single Payment within a [Payroll Run](#).

E Example Employee

READY TO CALCULATE Mar 08, 2023

Pay period: Mar 2, 2023 (One-time)

GROSS EARNINGS \$1,345.00	PRE-TAX DEDUCTIONS \$0.00	DEFERRED COMPENSATION \$40.35	TOTAL TAXES \$248.41	POST-TAX DEDUCTIONS \$325.00	NET EARNINGS & DEPOSITS \$731.24
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Gross earnings

Type	Location	Department	Amount	Month-to-date	Year-to-date	
Regular Hourly	-	-	\$100.00	\$100.00	\$100.00	i
PTO	-	-	\$45.00	\$45.00	\$45.00	i
Tips	-	-	\$1,200.00	\$1,200.00	\$1,200.00	i
Total			\$1,345.00			

Navigation

The Payment Details page is accessible from the [Payroll Run Details page](#). Click on the desired Payment to open the associated Payment Details page.

Jan 22, 2023

[Download details](#)

Employee	Type	Regular time	Overtime	Double time	PTO	Holiday	Gross pay	Net pay	ER tax	Expense
E Esther Host	Hourly	00:00 ⌚	—	—	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
A Aaron Dishwasher	Hourly	00:00 ⌚	—	—	\$0.00	\$0.00	\$2,500.00	\$1,806.42	\$206.25	\$2,706.25
D Dave Kitchen	Hourly	00:00 ⌚	—	—	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
P Daxton Bartender	Hourly	00:00 ⌚	—	—	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

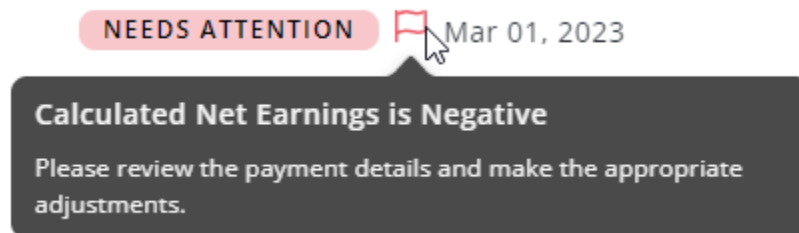
Header

1	Example Employee					4
2	3					4
READY TO CALCULATE		Mar 08, 2023				Pay period: Mar 2, 2023 (One-time)
5						
GROSS EARNINGS	PRE-TAX DEDUCTIONS	DEFERRED COMPENSATION	TOTAL TAXES	POST-TAX DEDUCTIONS	NET EARNINGS & DEPOSITS	
\$1,345.00	\$0.00	\$40.35	\$248.41	\$325.00	\$731.24	

1) Employee Name - Name of the Employee who is the recipient of the Payment

2) Payroll Run Status - Current status of the Payroll Run associated with the Payment:

- Ready to Calculate - Payment is pending calculation
- Needs Attention- Payment was calculated and an error was encountered
 - **Note:** Hovering over the flag next to the 'Needs Attention' status will display the error with the Payment. Reference the [Payroll Run Details](#) article for a list of all Payment errors.



- Pending Approval - Payment is calculated and is ready to be paid

3) Payroll Run Date - Date of the Payroll Run

4) Pay Period Date - End date for the Pay Period associated with the Payment, followed by the Payment Type

5) Payment Summary - Displays the totals for each detail section.

Detail Sections

The Payment Details page is organized into sections, which include line item details and a total.

Gross Earnings

The 'Gross Earnings' section includes **all** earnings for the Payment, including hourly, salary, PTO, and bonuses.

Pre-tax deductions

The 'Pre-tax deductions' section includes all deductions applied before taxes are calculated. The Employee's configured 'Pre-tax deductions' can be viewed on the ['Payroll' tab](#) of their Employee Record.

Deferred compensation

The 'Deferred compensation' section will include any deferred compensation deductions.

Total taxes

The 'Total taxes' section includes all taxes withheld from the Payment. The Employee's configured 'Tax Withholdings' can be viewed on the ['Taxes' tab](#) of their Employee Record.

Post-tax deductions


The 'Post-tax deductions' section includes all deductions applied after taxes are calculated. The Employee's configured 'Post-tax deductions' can be viewed on the ['Payroll' tab](#) of their Employee Record.

Net earnings & deposits


The 'Net earnings & deposits' section displays the Payment accounts for the Employee and the amount of the Payment that will be deposited into each one.

Direct deposit and pay cards will be indicated with the 'Type' of 'Checking'. Printed Paychecks will be indicated with the 'Type' of 'Check'.



Net earnings & deposits

Nickname	Financial institution	Type	Number	Amount	Collected	Carryover Balance	Month-to-date	Year-to-date
Checking	Wells Fargo	Checking	XXXX	\$257.13			\$257.13	\$257.13 
Total				\$257.13				

Additional Information Sidesheet

Clicking on the 'i' icon  will open a sidesheet with calculation information for that detail line.

Gross earnings


Type	Location	Department	Amount	Month-to-date	Year-to-date
Regular Hourly	-	-	\$100.00	\$100.00	\$100.00 
PTO	-	-	\$45.00	\$45.00	\$45.00 
Tips	-	-	\$1,200.00	\$1,200.00	\$1,200.00 
Total			\$1,345.00		

Why is this my earning amount? ×


This amount is your Regular Hourly earning for this pay period and is calculated as follows:

$$\begin{aligned} \text{Regular hours: } & 37.05 \\ * \text{ Pay rate: } & \$17.25 \\ = & \$639.08 \end{aligned}$$

Note:

Clicking on the '?' icon  in the 'Net earning & deposits' section will open a sidesheet with direct deposit distribution information.

Net earnings & deposits

Nickname	Financial institution	Type	Number	Amount	Month-to-date	Year-to-date	
Checking	Wells Fargo	Checking	XXXX	\$257.13	\$257.13	\$257.13	
Total				\$257.13			

Why is this my deposit amount? ×

This deposit amount is calculated by multiplying your net earnings by your deposit percentage for this account:

$$\begin{aligned} \text{Net earnings: } & \mathbf{\$257.13} \\ * \text{ Percentage (of } & \mathbf{100\%} \\ & \text{remaining):} \\ & = \mathbf{\$257.13} \end{aligned}$$

You have deposited **\$257.13** so far this month into this account.

Here are the details for this account:

Account Nickname: **Checking**
Financial Institution: **Wells Fargo**
Account Type: **CHECKING**
Account Number: **XXXX**