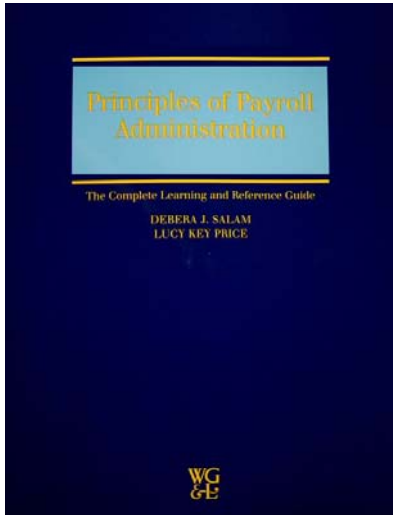


Jim Frazier's Payroll Recommendation



Principles of Payroll Administration is really three books in one! It's a comprehensive and convenient desk reference of payroll essentials designed to guide you through the daily challenges of every payroll function. It's also an ideal training tool for getting new payroll employees up to speed fast. And finally, it's a structured study guide including practice quizzes and tests to help prepare you or your study group for the Certified Payroll Professional exam.

Principles of Payroll Administration will help you:

- Understand federal and state wage-hour law, including who's exempt and who isn't and how to calculate overtime under all circumstances
- Comply with all your federal withholding, deposit, and reporting obligations
- Implement garnishments and levies, including interstate support orders, and comply with new-hire reporting requirements
- Avoid penalty traps and calculate your liability for noncompliance
- Maximize tax savings for your employees and your company by taking advantage of the latest fringe benefit rules

Handle tricky issues like third-party sick pay, group-term life insurance, adoption assistance, stock option plans, pension plan distributions, deferred compensation, cafeteria plan design, employee relocation, and much more

Table of Contents

Chapter 1: The Payroll Profession
Chapter 2: Who Are Employees?
Chapter 3: Wages And Benefits
Chapter 4: Wage-Hour Law And Family And Medical Leave
Chapter 5: Garnishments, Levies, And Other Deductions
Chapter 6: Disability Plans
Chapter 7: Withholding And Depositing Trust Fund Taxes
Chapter 8: Unemployment Taxes
Chapter 9: Wage And Tax Reporting
Chapter 10: Reporting Options And Tax Incentive Programs
Chapter 11: Payroll Accounting And Internal Control
Chapter 12: Managing Payroll
Chapter 13: Payroll Systems And Other Processing Options
Chapter 14: Direct Deposit And Electronic Funds Transfer
Chapter 15: Labor Unions And Payroll
Chapter 16: International Payroll
Chapter 17: Government Payroll (Public Sector)
Chapter 18: Record Retention
Chapter 19: Immigration Reform And Control Act Of 1986
Chapter 20: Dictionary Of Terms And Acronyms
Chapter 21: Preparing For The CPP And FPC Examinations
Chapter 22: Answer Key
Chapter 23: Test Your Skills
Index

Authors:

Debera J. Salam, CPP is the director of Ernst & Young's Payroll Information Services Group and a well-known author, columnist, speaker, and consultant in the payroll industry. She is the author of *Principles of Payroll Administration* and *Payroll Practitioner's Compliance Handbook*.

Lucy Key Price, CPP is director of consulting services with CDG & Associates Inc., an international firm specializing in human resources consulting, applications selections, and implementations. She is a director of the American Payroll Association and served from 1996 to 1997 as its vice president and from 1994 to 1996 as chairperson of its Certification Board. She is past president of the American Payroll Association.

\$218
52307