



 	The Smithsonian Institution PAYES (Payroll Interface)
	<input checked="" type="checkbox"/> Complete Systems Documentation
	<input checked="" type="checkbox"/> Technical Enhancements to existing system
	<input checked="" type="checkbox"/> Systems Maintenance

Customer/Agency Name:	The Smithsonian Institution PAYES (Payroll Interface)
	Period of Performance April 2001 – September 2002 Project is 100% complete

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Description of THE ENGAGEMENT

The Smithsonian Institution’s payroll allocation program (PAYES) processes payroll data collected by the National Finance Center and creates accounting transactions for posting to the general ledger system. PAYES allocates costs to the units and provides detailed and summary payroll reports and is written in Visual Basic code using SQL database. The reporting mechanism is Crystal Reports. The payroll data is output from PAYES in a batch format that updates the general ledger system. Macro Solutions made significant modifications to PAYES, to integrate with the new PeopleSoft General Ledger.

Macro Solutions developed the payroll interface between the National Finance Center (NFC) and the new PeopleSoft general ledger system. We also created detailed system documentation of the existing visual basic code and Crystal Reports, and provided system enhancements to the code on an as needed basis.

The documentation includes mapping the Visual Basic code to the specific accounting functions, processes and procedures. In addition, we documented system architecture and operational characteristics for the system.

In addition to documentation we provided the following functions necessary to maintain the PAYES system:

- ◆ Maintained SQL database by monitoring system performance.
- ◆ Created custom code to create interface between NFC and PeopleSoft general ledger
- ◆ Resolved problems within the Visual Basic code as needed.
- ◆ Developed full test environment.
- ◆ Established, test, and implemented database designs.
- ◆ KeyArchived data on a timely basis.
- ◆ Ensured backup-restore process is viable.
- ◆ Developed disaster/recovery process.
- ◆ Implemented Visual Basic code changes when needed.
- ◆ Documented all SQL database maintenance processes.
- ◆ Maintained system security of PAYES system.
- ◆ Maintained and provide enhancements as needed to existing reporting system produced via Crystal Reporting software.