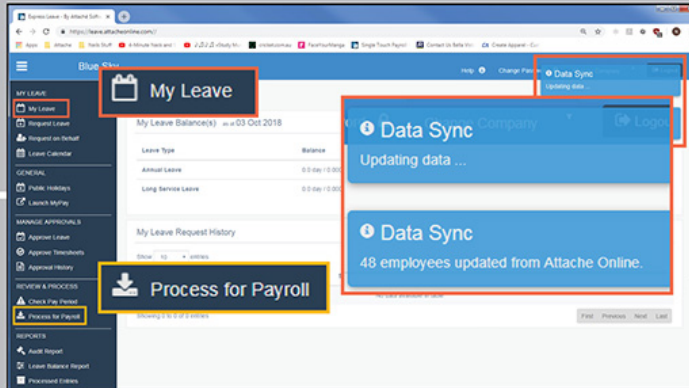


Express Leave integration with Attaché Payroll

How Express Leave integrates with desktop payroll

1

Log in to **Express Leave | My Leave** as an Administrator or HR Manager. Data Sync runs automatically to bring in employee masterfile details and leave balances from desktop payroll (via Attaché Online).



2

Prior to processing pays, click **Process for Payroll** to create a T6 *paystht.inp* file containing leave and timesheet data.

3

In your desktop payroll company, choose **Payroll | Transactions | Disk File Entries** to read in the file.

