Why are e-payslips the future?

The current way of producing and distributing payslips is outdated. This handy guide explains how you can bring your payslips into the 21st century.

.IRIS

Payslips need to change...

Payslips are defined by The Oxford Dictionary as *"a note given to an employee when they have been paid, detailing the amount of pay given, and the tax and insurance deducted."*

As an employer, you have a legal obligation to supply your employees with a payslip each time you pay them. In Section 8 of the Employment Rights Act 1996 it states:

"An employee has the right to be given by his employer, at or before the time at which any payment of wages or salary is made to him, a written itemised pay statement."

Technology is advancing and working habits are changing. This guide will explain how digital payslips could offer a new alternative to the current method of producing and distributing your payslips.

Isn't it time you brought your payslips into the 21st century?

4 reasons why payslips need updating

There are almost 30 million people aged 16 and over in employment in the UK – that means there are almost 30 million payslips being produced and distributed on a monthly, or even weekly basis!

1) Financial implications

A vital part of running a successful business is to try and keep costs as low as possible. If you have 50 members of staff who are paid monthly, ensuring they receive payslips could cost you as much as £86.50 each month!

When you also factor in the initial investment in purchasing printing equipment, power needed to run the printer and time taken to perform these tasks, whether you post payslips to employees or hand deliver them in your office, you could be wasting valuable time and money!

Item	Average Cost
1st class stamp	£0.60
Laser print page	£0.10
Stationery cost	£0.14
Envelope	£0.06
Printing, sealing, sorting and posting	£0.83
Cost per payslip	**£1.73**

2) Environmental concerns

Regardless of the industry you work in, there has been an increase in emphasis on "green initiatives" in recent years, with companies being expected to consider the environmental impact of their activities.

Reducing your "carbon footprint" is a major concern for many businesses, and at its simplest level this can often begin with reducing the amount of paper printed on a daily basis.

4 reasons why payslips need updating

3) Changing work patterns

It is no longer the norm for people in work to spend all of their time working from an office.

There has been a steady increase in the number of people working "in the field" who may only be in the office once or twice a month. More and more companies are also allowing members of staff to work from home.

With advances in technology, your employees are no longer tied to their desk – with smartphones, laptops and tablet computers, it is now easier than ever for workers to access their emails and perform certain tasks from a variety of different locations.

4) Technology is changing...

Technology is advancing at such a fast pace, businesses need to be able to adapt in order to keep up with changing trends.

Access to the internet using a mobile phone in the UK more than doubled between 2010 and 2012, from 24% to 51%, according to the Office of National Statistics. In 2012, 32% of adults accessed the Internet using a mobile phone every day (Office of National Statistics, February 2013).

In October 2012, only 49% of internet users accessed the internet from a desktop computer, the remaining used a portable device (eMarketer, Jan 2013).

- Laptop/netbook: 67%
- Smartphone: 36%
- Tablet: 13%

6 apps to help you better run your business

With the rise in popularity of smart phones and tablets comes a rise in the number and variety of apps available on these devices.

There are a range of apps which entrepreneurs and business owners are utilising on a daily basis to help their business continue to grow and run smoothly and efficiently.

1) Evernote

Evernote is a note taking app, allowing you to save ideas instantly, wherever you are. Users can store, organise and share notes, photos, to-do lists and voice memos– and these are accessible on the go. Evernote syncs to the cloud, allowing businesses to share notes between multiple devices and users.

The app is free, with additional storage available to purchase.

2) LinkedIn

LinkedIn has often been referred to as "Facebook for businesses". The networking site allows you to connect with and stay in touch with contacts and business news, as well as offering a different way to look for new employees.

Free apps are available across all platforms, and users can also access the service through their web browser.

3) OfficeSuite Professional 7

The latest version of OfficeSuite allows you to view, create, edit, print and share Word, Excel and PowerPoint files on the go from any Android device. Users can also view PDF files with the app.

OfficeSuite has integration with a range of cloud storage services and is available for £9.87. There is also a free trial version available to download.

6 apps to help you better run your business

4) Concur

Concur is a free, quick and easy way to keep track of your expenses when on the road. Users can log expenses, photograph receipt images and manage reports from anywhere using their smartphone.

5) TripIt

TripIt is an app tailored for those who frequently travel for business. Users upload their hotel, airline, car rental and restaurant reservations to TripIt and the app organises them into an easy to follow itinerary. This can then be synced with your calendar, shared with family or colleagues and edited on the move.

Users can also access weather forecasts, directions and maps through the free app. There is also a paid for version of the app with a range of additional features.

6) IRIS OpenPayslips

New from IRIS, OpenPayslips is a unique, innovative way to distribute your employees' payslips, no matter where they are.

The free app which compliments the digital service is available for free on iOS, Android and Windows Mobile platforms.

Read on to find out more...

IRIS OpenPayslips

IRIS OpenPayslips is an innovative solution built by IRIS that gives businesses a way to publish payslips electronically to a secure online portal. Employees can then access their current and historic payslips through a web browser or via the free app available for iOS, Android and Windows Mobile devices.

Benefits to your business:

- Reduces costs, saving on postage, printing and processing
- Quick and easy to setup with no software to install
- Reduces your carbon footprint - this is an environmentally friendly solution
- Employees can access their payslips anytime from anywhere with internet access
- Increased pay data security, complies to industry standard SSL authentication and UK data protection rules

Benefits to your employees:

- 24/7 access to current and historic pay details and payslips in one place
- Increased speed of delivery of pay information
- Employees can print and reprint their payslips whenever they need them
- Gives your employees a greener way to receive their pay details allowing them to contribute to environmental policies
- Smartphone and mobile device options for payslips available

Security guaranteed!

IRIS OpenPayslips is hosted on the Microsoft Azure platform in their EU zone and therefore fully complies with UK data protection guidelines. IRIS OpenPayslips relies on Microsoft's security procedures to ensure physical protection of our systems.

Find out more...

Contact us today on **0844 815 5660** or email
openpayslips@iris.co.uk for a personalised
quote and see how you could save up to
50% on your payslip costs!

Download the free IRIS OpenPayslips app
today.
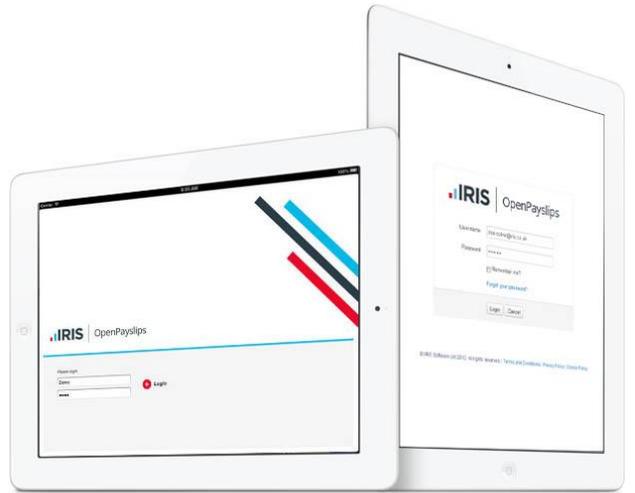
About IRIS

With 30 years' experience, the IRIS Software Group provides business critical
software and services to the UK accountancy and SME sectors. More than 15,000
UK accountants and 30,000 small and medium sized companies rely on IRIS every
day to run their business.

IRIS provides payroll technology to over 30,000 SMEs and payroll bureaus. As a
leading provider of payroll software, IRIS serves a number of sectors, including
60% of UK GP practices and a growing number of UK retailers. More than 10% of
UK businesses pay their employees via IRIS payroll solutions.

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