

# NUVIEW INSIDER



## From The CEO's Desk

What a year it was! NuView Systems is proud to announce that 2007 was its best year ever – 110% growth in revenue and more than 100% growth in staff!

New clients included high profile, global organizations that selected NuViewHR as their HRIS of record, replacing competitive systems, choosing NuView over newcomers and ERP's and replacing manual systems.

*"Our 2007 results validate NuView's determination for success as a leading provider of HRMS and Payroll software tools" says Shafiq Lokhandwala, CEO of NuView. "With growth over 70% and 110% in the last two years, NuView has continued to invest in staff and infrastructure to further support large scale projects on a global basis."*

During the year, NuView announced numerous additions and upgrades to its strategic NuViewHR® product suite. NuViewHR versions 4.10 & 4.11 were released with many new features, including advanced salary planning tools that focus on employee effectiveness and the rewards structure to compensate employees within the organization according to the organizational guidelines, updated Manager Self-Service, integration with partner systems such as HelpLine and SmashFly Technologies, Accu-Time Systems (ATS), and other user-suggested enhancements.

In addition to upgrades, NuView Systems invested heavily in the protection of client data and internal accounting process improvements by acquiring **SAS 70 type I and type II certifications**, along with **Safe Harbor Certification**. Attaining these certifications reflects NuView's' continuous commitment to its client base, and in developing detailed policy

and procedure definitions, and NuView's clients can rest assured that their information is safe and protected, and that strict policies are in place to safeguard data, provide disaster recovery services and mitigate client risk.

In October, **NuView acquired Cort (Payroll) Software** to offer clients, and prospective clients, an extensive in-house payroll solution, in addition to payroll interfaces it already provided, offering an additional payroll option and greater flexibility.

Wrapping up 2007 sales, **ITT Corporation selected NuViewHR in December** for their 20,000+ employee global commercial division. ITT represents further expansion of NuView's growing global client base, allowing clients to deploy our solutions as a single global HR platform.

NuView's success in 2007 was due in part to recognition by leading analysts for its flexibility, powerful underlying toolset (NuView Tools), as well as its ability to be a single global HR platform that allows companies to measure human capital with the latest technology.

2008 promises to surpass 2007 results. NuViewHR version 4.12 was released in early January. A new **Global Customer Advisory Board** will help guide NuView to even greater heights with additional features/functions being added to our product suite.

NuView is geared up for another history-making year, with plans to further exceed client expectations.

**-Shafiq Lokhandwala**  
CEO

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## NuViewHR 4.12 Product Release

**New features and enhancements suggested by clients!**

If you would like Technical Information on this product version, please contact: [Support@nuviewinc.com](mailto:Support@nuviewinc.com)

As part of our continuing effort to empower organizations to improve their human resource business processes, NuView Systems announces the release of **NuViewHR version 4.12**.

This new product release opens up areas of opportunity for both current and potential clients.

NuView Systems encourages clients to take advantage of the new upgrade, which is included as part of your annual maintenance or ASP monthly fee.

New product features include changes to the following areas:

- **User Interface**
- **Recruiting Management Module**
- **Manager Self-Service Module**
- **Security**
- **Time Entry Module**
- **Utilities**
- **System Level**

Please contact NuView Support for a complete features and highlights list contained in NuViewHR version 4.12

## NuView's New Look! (sneak preview)

**March/April Release**

With a mission to provide innovative HRMS tools and user friendly software, we have begun the process of re-designing our own website for easier use.

The project will also include expanding the content and functionality for Payroll. NuView has hired a dedicated web solution team and is excited to launch the final product in March/April.

Once finalized, visitors will see updated graphics, easier navigation, an updated product demonstration, download center and much more.



## NuView Customer Advisory Board is Under Way!

NuView has formed an Advisory Board of clients and staff members. The first meeting in late January was a success and board members are looking forward to voicing their opinions, providing useful feedback & ideas to help improve our product. Initial efforts will focus on defining sessions for the User Conference later this year.

The goals and objectives of the Board are:

- Provide feedback on product modules
- Suggest new features and functions
- Provide guidance on new technologies
- Plan User Conference content
- Discuss upcoming industry changes/needs

## 2008 Tradeshows & Events

Come Visit Us!

### April 2

#### Virtual Online Conference

HRIS selection, Integration & Implementations

Visit <http://www.hr.com> for more information

### May 15 - 16 Booth# 1147

#### American Payroll Association

Austin Convention Center  
Austin, TX

**Speaking slot: Payroll Security**

### May 20 - 23 Booth# 728

#### WorldatWork

Pennsylvania Convention Center  
Philadelphia, PA

### June 1- 4 Booth# 534

#### IHRIM

Walt Disney Contemporary Resort  
Lake Buena Vista, FL

### June 22 - 25 Booth# 1940

#### SHRM

McCormick Place—South Hall A  
Chicago, IL

### October 15 - 16 Booth# 734

#### HR Technology Conference & Exposition

McCormick Place



## 2008 User Group Conference

The 2008 User Group Conference will be the first conference to include both NuView and Cort Payroll software users. The conference goal is to build a better solution for all customers, provide training, and gather feedback from clients on the direction of both the HR and Payroll product lines.

Tentatively, we are exploring October 6-8, 2008 in St. Louis. In the upcoming months, we will confirm the date and location, and supply other information about the conference.

We are very excited about this upcoming event and appreciate your patience.

**Stay Tuned!**

## SHRM Launches Campaign Highlighting Importance of HR

The Society for Human Resource Management (SHRM) has launched a campaign designed to highlight the growing business need for talented human resources (HR) professionals.

The campaign's first installment is a 30-second TV spot called "Most Important Asset," which is airing on CNN as part of the network's election coverage and on select Fox Business programming. In addition, a print version will appear in business publications.

"In today's knowledge-based economy, people are our most important asset," says Susan R. Meisinger, president and CEO of SHRM. "As our ad says, it's the job of HR professionals, especially in challenging economic times, to meet the needs of employees to ensure that they return each morning."

*Most Important Asset* video: <http://www.shrm.org/video/08videos/shrmad.asp>

## Proposed FMLA Rules Resolve Key Issues

Jerry Geisel

WASHINGTON—Newly proposed Labor Department regulations governing the Family and Medical Leave Act will ease many administrative problems that employers have faced in trying to comply with the law, experts say.

The proposed FMLA regulations, released late last week, would update rules that the Labor Department published following enactment of the 1993 law, which requires employers to provide up to 12 weeks of unpaid, job-protected leave in a year after the birth or adoption of a child; to care for a sick child, parent or spouse; or when an employee has a serious illness.

The 477 pages of proposed regulations are a response to many of the issues employers raised after the Labor Department asked for public comments late in 2006.

The revised rules "are trying to restore balance to the FMLA," said Marc Freedman, director of labor law policy at the U.S. Chamber of Commerce in Washington.

One of the biggest gripes employers have had with the current rules is that employees can take up to two days after an absence begins to notify employers that the time already taken off was under the FMLA.

Under the proposal, though, except in emergency situations, employees would have to follow procedures employers have established for notification.

"Providing advance notice is a huge benefit for employers" in planning and scheduling, said Jason Straczewski, director of human resources policy at the National Assn. of Manufacturers in Washington.

## Proposed FMLA Rules Resolve Key Issues Continued

If the proposed rules are finalized, that expense could be eliminated since employers could directly contact employees' physicians on FMLA certification issues.

Other provisions in the proposed regulations would allow employers to require employees to obtain certification twice a year—rather than annually—of medical conditions entitling them to FMLA leave while simplifying the definition of what constitutes a serious medical condition.

But not all issues were resolved in the revised regulations to employers' satisfaction, with perhaps the biggest being the minimum amount of unscheduled intermittent leave that employees can take. In some cases, employees can take as little as a few minutes of leave under the FMLA, resulting in a big record-keeping burden on employers.


The Labor Department, though, said it lacks the authority because of the way FMLA is written. If such a requirement were to be imposed, it would have to come from Congress, the agency said.

Additionally, the Labor Department largely dodged providing guidance on legislation Congress passed last month that expands the FMLA for employees in military families, with the department requesting comments rather than issuing rules (see story on page 20).

"They are throwing it back" to the public, said Sanders Lowery, a Hewitt Associates consultant in Lincolnshire, who added that the Labor Department is raising issues that benefit experts already have asked about the expansion of the federal law.

To address that problem, employers wanted the Labor Department to set a minimum amount of time—perhaps a few hours—whenever an employee requested leave under the FMLA.

### Family and Medical Leave Act



Number of employees taking leave under the FMLA:

**7 Million**

Number of employees taking Intermittent leave:

**1.7 Million**

**95.8 Million**

Number of employees eligible for FMLA

# Payroll News

## Data You Need for Taxing Non-US Employees

Frank C. Kuchar

In the October 2007 issue of the CORT Users' Group Newsletter, I wrote an article discussing payroll taxes on non-resident aliens and how you could use CORT's User Defined fields to create an additional data screen to track tax treaty and tax totalization data. I concluded the article by referencing the need to track other pertinent information that will also have an impact on how you approach the taxation of non-US citizens and that revolves around the US Department of State's "can of alphabet soup", otherwise known as the US Visa program.

This article will show you what information you as a payroll professional will need to know in order to insure that you are properly taxing these employees and suggest another additional data screen layout to help you to this end. For those of you who are NuView clients I do not know if your system has pre-set data fields for tracking these pieces of information, but I do know you too have the ability to create user-defined fields and so perhaps some of what I cover in this article can be adapted and useful for you as well.

Preview Item Template Layout - Web Page Dialog

Visa Type  I-94 Number

Visa Issue Date  I-94 Valid From  To

Visa Expiration Date  Country of Residence

Employ Authorization Doc  Important Comments

EAD Number

EAD Valid From  To

Resident Alien

Res Alien ID Number

Res Alien From  To

Close

The following screen print is one that I have created for our Firm to use:

The first place you need to start is the type of visa on which your employee entered the country. You can set this either as just a blank field into which the visa type is entered, or for ease of use and help for the individual making the entry (and to insure consistency) you can create as I did a drop down list of the visas your company typically has to track. The visa is important because different visas have different ramifications when it comes to payroll taxes – on top of the issues I mentioned in the last article

when I covered the matters of tax treaties and totalization agreements. Obviously the dates are important as you don't want to employ and then have to owe wages to someone whose presence in the country is no longer valid.

By way of example, if you have an employee in the US on an F-1 visa, that visa alone, tax treaties and totalization agreements aside, means that the employee is not subject to FICA, Medicare or FUTA taxes, but barring a tax treaty exemption is subject to Federal Income Tax Withholding (FITW). However (and you know when dealing with the IRS there's *always* a "but"), this exemption is only good for five (5) years, after which the individual is subject to all taxes. And yet it gets worse. In reckoning these five years the regulations state that any part of a year in which the individual is in the US on an F-1 visa is to be considered a full year. So now you have to know when and how long has the individual been in the US on this visa.

This is where the Form I-94 comes into play. This form is required of all non-immigrants upon their entrance into the US. It indicates the reason for which they are entering the country and provides an official entry date for employment/residence purposes and is usually attached to the visa. It will give you the entry dates so that you can know for how long the person has been in the US under that visa (hence the importance for knowing the "to" and "from" valid dates). The dates are critical from a payroll standpoint for another significant reason – if you allow someone to remain on your payroll beyond the end date specified on their Form I-94, then that individual will have to leave the US and could be denied re-entry for up to three years. In verifying these dates, then, you should request of the visa holder a copy of not just the current Form I-94 but all previous ones as well. The country of residence is important also as that will indicate their official "home" country as it would apply in any kind of tax treaty situation.

Should an individual's Form I-94 not specify that entrance into the US was for the purpose of working for a specific employer, then they should present to you an Employment Authorization Document (EAD), which then becomes their proof of their right to work (and therefore be paid) in the US. In the example I have created I have a drop-down box which is either left blank (should the form not be needed) or have the option of a "Y" to indicate that there is an EAD on record. The other fields, like the Form I-94, are for the recording of the dates and document number.

Finally there is the possibility that you could have an employee who is a permanent, lawful resident but is still not a citizen. In this instance you will want to enter the data from their "green card" and leave the other data fields on the screen blank. Again, the drop-down box is like that of the EAD section – either blank or a "Y". If these data fields are completed then it indicates to you that this employee is subject to all of our wonderful taxes just like a citizen.

There are several other immigration-related matters that you might have need to track – such as Forms W-8BEN, I-20, I-797 and others – which I didn't attempt to go into; however, if you have to track that data you simply add those user-defined data fields along with the others.

Once you have all of the necessary data fields created and populated you will need to write a custom report using the report writer and run it on a regular basis to see when expirations of these various documents will occur and what changes in the tax settings will need to be made. Another alternative would be for you to set up these as User Defined Dates and use the "Flag" feature to alert you to when these dates are approaching.

I hope you have found this information useful. In closing let me point you to a website that you will find very helpful on these topics – it is the US Department of State's official website for visa-related matters: [http://travel.state.gov/visa/visa\\_1750.html](http://travel.state.gov/visa/visa_1750.html)

If you have any further questions about how I went about setting these up, please feel free to contact me.

-Frank C. Kuchar, CPP, CCP, CEBS, PHR, CMS, RP, GBA  
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**Interested in attending an HR or Payroll Product Webinar? Register here for our upcoming March webinars <http://www.nuviewinc.com/webinarSignup.htm>**



## Partner News



### NuView Partners With SmashFly Technologies

NuView is pleased to announce our partnership with SmashFly Technologies.

With the integration of NuViewHR and SmashFly's core product, WildFire, you can create, manage, measure and ultimately optimize all of your recruitment advertising campaigns.

WildFire's campaign manager allows NuView Clients to simultaneously post job advertisements on multiple job boards, send them to social networks, advertise them on content driven sites, and email them to targeted lists, while tracking the performance of each job campaign.



### Accu-Time Systems

Working in conjunction with our Time Entry module, our hardware option for collecting employee work time consists of two time collection devices from Accu-Time Systems.

NuView and Accu-Time are actively seeking pilot sites for these time collection devices. If your company is interested, please contact [BCopeland@nuviewinc.com](mailto:BCopeland@nuviewinc.com).

### HELPLINE

Subscriptions to HELPLINE, branded as Legal Line, will be bundled into all new sales this year. Clients upgrading to v4.12 will be given the option to elect this package.

Visit our website (functionality section) to learn more about this exciting new service!

Contact Joe Pickler for details/timing: [Jpickler@nuviewinc.com](mailto:Jpickler@nuviewinc.com)

Legal Line Movie <http://www.helplinevideo.com/nuview225/>

Data Sheet <http://www.nuviewinc.com/PDF's/LegalLine.pdf>

HELPLINE®

### Centro Print Solutions

NuView Systems is pleased to introduce Centro Information Systems as our preferred provider for all your business forms and check needs, including laser bills, postcard bills, envelopes, multipurpose checks, direct deposit notices, late notices, door hang tags, tax form paper / envelopes, and Print to Mail solutions.

Centro has been serving clients for more than 25 years. Agencies throughout the United States and beyond, from Barrow, Alaska to the South Pacific, have counted on Centro's document solutions and expertise to reduce costs and increase productivity.

For more information contact: Rick Lawrence (888) 828-1999 [rick@centro.com](mailto:rick@centro.com)



### Payroll Tax People

NuView Systems is pleased to introduce Payroll Tax People as our partner for all your tax payment and filing solutions. Payroll Tax people handle outsourcing, preparation, payment and filing of payroll taxes for businesses, service bureaus, and tax professionals nationwide. Payroll tax people has the highest level of service and security in the industry.

Payroll Tax people has been serving clients for 27 years and continues to be a nationwide leader for Tax Only Clients, Payroll Service Bureaus, Financial Institutions, In-House Payroll Clients, Software

<http://www.payrolltaxpeople.com>





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**Graduates Going Fast**



The College Student Career Confidence Survey of 247 recent college graduates finds 61 percent expect to remain with their first employer for less than three years.

Source: Right Management, Philadelphia

**Evolving Evolutions**

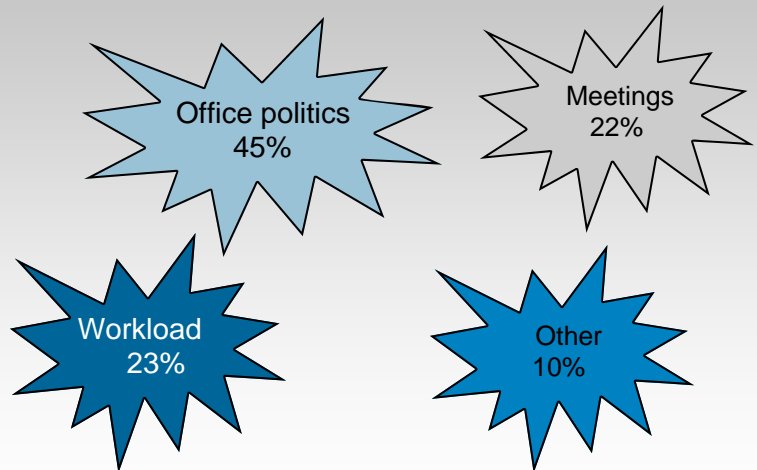
When 150 Senior executives were asked, “How often, if ever, do you conduct formal performance appraisals of your staff?” they responded:

<b>Once a year</b>	<b>58%</b>
<b>Twice a year</b>	<b>31%</b>
<b>Quarterly</b>	<b>8%</b>
<b>Never</b>	<b>2%</b>
<b>As necessary</b>	<b>1%</b>

Source: OfficeTeam, Menlo Park, California

**Hindering Creativity**

LEGO’s Creativity in the Workplace Survey of 200 managers and executives finds the biggest deterrents to creativity at work are:



Source: Leflein Associates Inc., Ringwood NJ

**Rising Stress Levels**

Nearly five in 10 Americans (48 percent) say their stress level has risen over the last five years, according to a new survey of 1,848 working adults. Nearly one in five (17 percent) surveyed say they reach their highest stress level 15 or more days a month. (Bring in the massage chairs)!

Source: American Psychological Association, Washington

**Have you looked at the strategic side of HR ?**

Learn more about:

- Performance Management
- Succession Management
- Compensation Management

by visiting:

<http://www.nuviewinc.com/products.htm>

