

Post to T-Accounts

To post to T-Accounts

1. At the *Navigation Panel*, click **Payroll**;
2. At the section menu bar **Monthly Payroll**, click **Post to T-Accounts**;
3. A system prompt will notify you about this action, **Yes** to proceed, **No** to abort;
4. After clicking **Yes**, behind the scene, the system **debited** and **credited** to the appropriate accounts of the **chart of accounts**.

It is important to post this transaction to the book of accounts in order to record the cost of labor.

Note: You cannot post if no record is displayed on the **Monthly Payroll** grid control.

