Important! All customers who update, maintain, and use Sage Abra Suite should read these release notes to obtain valuable information about changes to the software program and payroll legislative database.

Product Update Release Notes

Product Update Information

Product: Sage Abra Suite 9.2
Version: Product Update Q1 2019

About Product Updates for Sage Abra Suite

Sage Abra Suite Payroll product updates are cumulative. This means that supported taxes, rates, and forms, all previous updates for this product and version, and any hot fixes or patches previously released are incorporated into this update.

Support and Resources

Sage strives to provide you with the best help and support in the industry. If you have a question, we're here to help!

- **Help and documentation**: Many answers to common questions can be found in the help and documentation included with Sage Abra Suite.
- **Sage City**: Visit https://sagecity.na.sage.com for blogs, tips, and guidance specific to Sage Abra Suite.
- **Customer Support**: For additional articles and resources, visit the Sage Knowledgebase at https://support.na.sage.com or contact Customer Support at 800-829-0170. Please have your Sage Customer Number handy when contacting Support.
Payroll Tax Updates

The following federal, state, and local tax changes are included in this update.

Federal Legislative Updates

Form 941 Updates for 2019
The 2019 version of form 941 is supported.

State and Local Legislative Updates

This section lists state and local legislative updates available with this release. If a state or locality is not listed in this section, there are currently no tax updates or product modifications for that state or locality.

Alabama

Effective December 31, 2018, the following local tax has been expired:

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>ALN</td>
<td>Fort Deposit License Fee</td>
</tr>
</tbody>
</table>

Indiana

The Indiana Unemployment file now requires two new fields:

- Primary Work Loc Zip
- SOC Code

The state also wants to know if employees are Seasonal.

In Custom Details, a new Indiana Quarterly UI custom detail page includes the fields mentioned above. You must add this page to each applicable employee and enter the required information before running the unemployment file.
Notes:

- If the Seasonal field is blank, Employee Type is set to Regular Full Time or Regular Part Time.
- When the file is created, a report appears if any employees are missing the new required information.

Maine

Following guidelines from the Maine Revenue Service, the 2019 specifications for electronic filing of quarterly income tax data have been updated. Refer to the state publication for more details.

New York

Effective for 2019, wage and withholding information must be reported each quarter. For more information, refer to state publication 69: *Electronic reporting of quarterly combined wage and withholding tax information*.

Washington

A new *Quarterly Paid Family Leave* report can now be created to support Washington Paid Family and Medical Leave premiums. The report is located in Reports > Payroll > Electronic Media Reporting.

Note: Employers will file their Q1 reports between July 1 and July 31, instead of in April.
Product Updates

This update does not include any new features or improvements for payroll, HR, Sage Employee Self Service, or My Workforce Analyzer.
Product Update Installation Instructions

Follow the instructions in this section to download, install, apply, and verify this Product Update.

Before you start:

- Back up your data.
- Ensure that:
  - All users have exited the program.
  - All payroll processes that have been started are complete.
  - The Trial Quarter Close process has not been run.

Downloading the Product Update

To download the update:

1. Visit the Sage Knowledgebase at https://support.na.sage.com, click Log on, and then log on to the site.
2. In the Support by product section, click Select your product, and then click more products.
4. In the Latest updates section, click an update to download.
5. In the article, click Download Now to launch the Sage Download Manager, or click the direct download link to download the executable file.

If the steps above were not performed on the server, copy the unzipped folder to the server before proceeding.

Installing the Product Update

To install the Product Update:

1. To launch the installation program, right-click the Product Update file and run as administrator, or as
the current user with administrator rights.

- If applicable, make sure the **Protect my computer and data from unauthorized program activity** check box is *not* selected.
- If there is no option to run as administrator, log on as an administrator, and then double-click the Product Update file.

**Tip:** Depending on your security system, you may need to right-click on the installation file and select Unblock.

2. After the InstallShield Wizard determines requirements, click **Next** to resume installing the Product Update.
3. Click **Finish** to finish the installation.
4. Back up your data. This ensures that you have a backup of the new version of the software.

### Updating Sage Abra Suite Client Files

**To update Sage Abra Suite Client files:**

1. Launch the Sage Abra Suite Client to initiate the file update process.
2. Click **OK** to proceed and update your files.

After you complete installation and activation, and after you have made any adjustments described in this document, you can resume processing payroll.

### Verifying the Product Update

After the update is complete, you can confirm that the update was installed successfully by selecting **Help > About Sage Abra Suite**. The version for this update is 9.2082.