

Post your salary journals using the Nominal Link

Presented by Michael & Duncan

Sage



Housekeeping

The image shows a mobile application interface for asking questions. The interface is titled "Questions" and features a sidebar with several icons. Four callout boxes with green borders and lines pointing to specific icons provide instructions:

- Your microphone is muted automatically**: Points to a microphone icon with a slash through it.
- Download a handout**: Points to a document icon.
- Send us your questions**: Points to a question mark icon.
- Switch to full screen**: Points to a full-screen icon (two arrows pointing outwards).

The main content area of the app displays the text "Want answers?" with a dashed arrow pointing to a text input field labeled "Ask the staff a question". Below the input field is a blue "Send" button. At the bottom of the sidebar, there is an "Exit" button.

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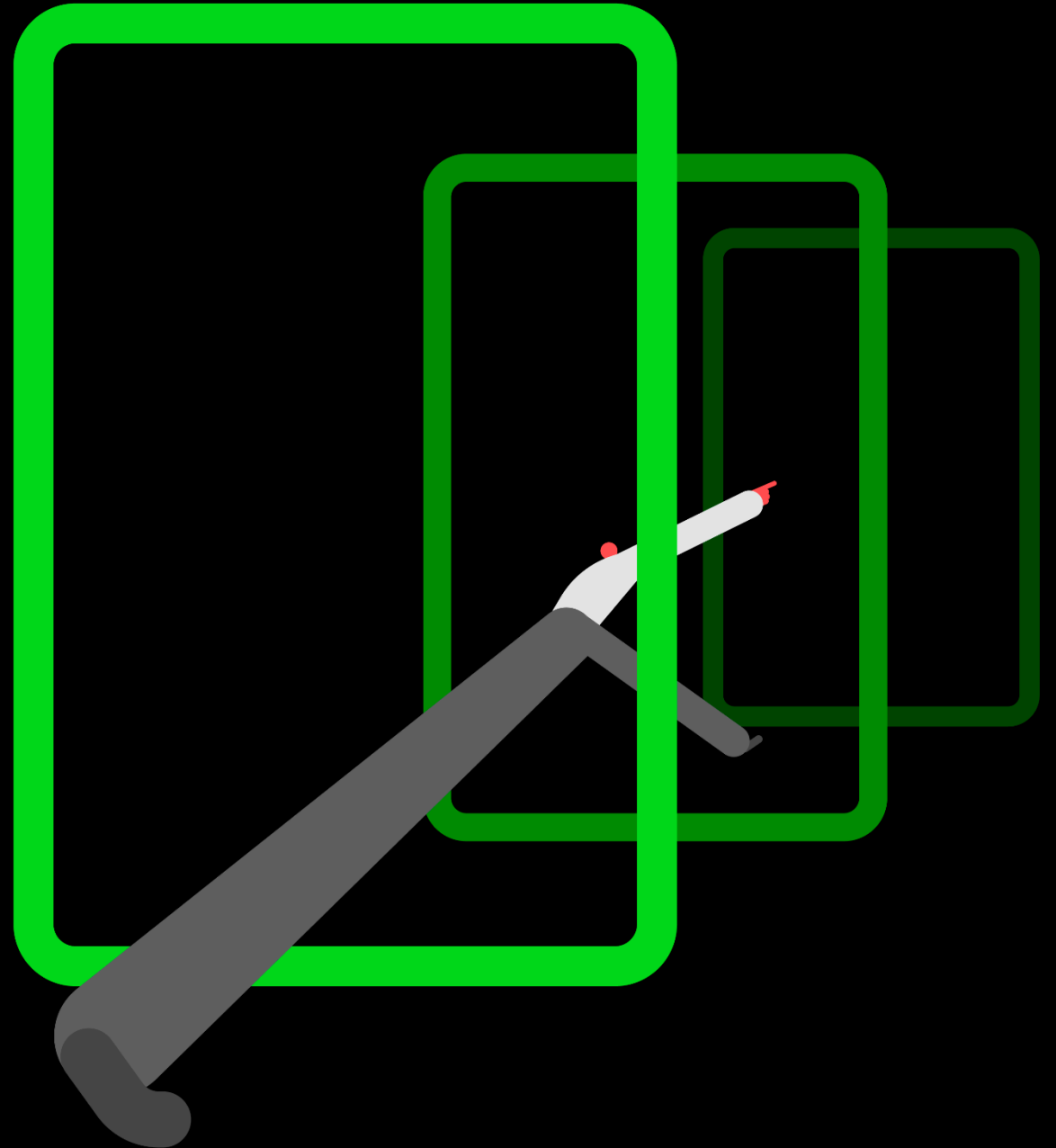
Post the nominal link

Post your salary journals into Sage Accounts

Check the transactions in Accounts

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Introduction



Salary journals

A simple example

Profit and loss – Overheads – Debit		Balance sheet – Liabilities – Credit	
Salaries Includes £13,000 net pay, £4,000 tax, £2,000 national insurance (NI) and £1,000 pension	£20,000	The amount owed to HMRC Includes £4,000 tax, £2,000 employees' NI and £3,000 employer's NI	£9,000
Employer's NI	£3,000	The net pay owed to the employees	£13,000
Employer's pension	£1,000	The amount owed to the pension provider	£2,000
Total	£24,000	Total	£24,000

Nominal Link

What's the nominal link?

- A quick and easy way to enter **salary journals** into your accounts
- Enter **nominal settings** in Sage 50 Payroll
- Post transactions directly into Sage Accounts

Nominal Link Wizard

The following transactions will be posted to Instant Accounts / Sage 50 Accounts.

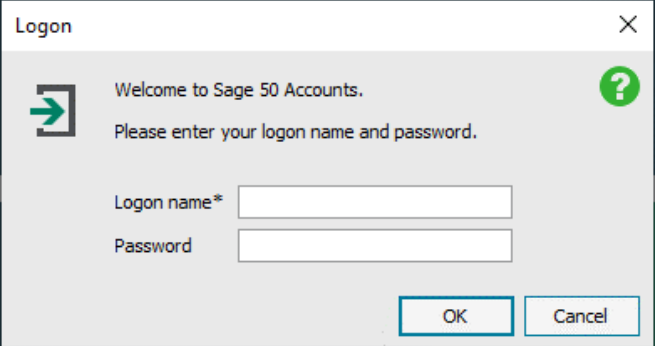
Narrative	Journal	Amount	Nominal Code	Cost Centre	Dept.
Net Wages	Cr	7779.41	2220		
National Insurance	Cr	1719.69	2211		
PAYE	Cr	955.00	2210		
Aviva Pension	Cr	225.00	2231		
Student Loan	Cr	85.00	2210		
Employers Pension	Dr	284.08	7007		

Click 'Next' to post Bank Payments.
Click 'Finish' to post the Nominal Transactions only.

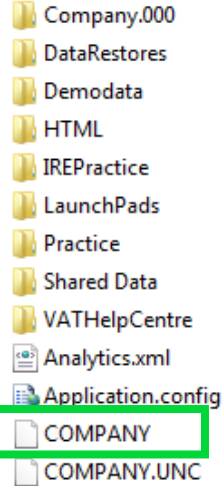
Nominal Link

What you'll need:

- Sage Accounts Logon name and password
- Location of COMPANY file
- Nominal codes



7000	Gross Wages
7001	Directors Salaries
7002	Directors Remuneration
7003	Staff Salaries
7004	Wages - Regular
7005	Wages - Casual
7006	Employers N.I. (Non-Directors)
7007	Employers Pensions
7008	Recruitment Expenses
7009	Adjustments
7010	SSP Redaimed
7011	SMP Redaimed
7012	Employers N.I. (Directors)



Set up the nominal link



Set up the nominal link

Enter your nominal settings

1. Choose Sage Accounts software or File
2. Browse to company file and select company (Sage Accounts)

Tip: Default path is C:\ProgramData\Sage\Accounts\20xx

3. Enter nominal codes
4. Set up [overrides](#), if required



More info – <https://gb-kb.sage.com/portal/app/portlets/results/viewsolution.jsp?solutionid=200427112205765>

Post the nominal link

Sage



Post the nominal link

1 Update records

Update Records Wizard

The following employees' records will be updated. Deselect any employees that you do not want to update.

The previous column shows whether or not an employee record was updated for the previous tax period.

Reference	Surname	Initials	Previous	Frequency
1	One	E	Yes	Monthly
2	Two	E	Yes	Monthly
3	Three	E	Yes	Monthly
4	Four	E	Yes	Monthly
5	Five	F	Yes	Monthly

Buttons: Cancel, < Back, Next >, Finish



2 Nominal Link Wizard

Nominal Link Wizard

The following transactions will be posted to Instant Accounts / Sage 50 Accounts.

Narrative	Journal	Amount	Nominal Code	Cost Centre	Dept.
Net Wages	Cr	7779.41	2220		
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PAYE	Cr	955.00	2210		
Aviva Pension	Cr	225.00	2231		
Student Loan	Cr	85.00	2210		
Employers Pension	Dr	284.08	7007		

Click 'Next' to post Bank Payments.
Click 'Finish' to post the Nominal Transactions only.

Buttons: Cancel, < Back, Next >, Finish, Print, Send To Excel



3 Login to Sage Accounts

Logon

Sage Data Objects

Please enter your logon name and

Logon Name:

Password:

Buttons: OK, Cancel

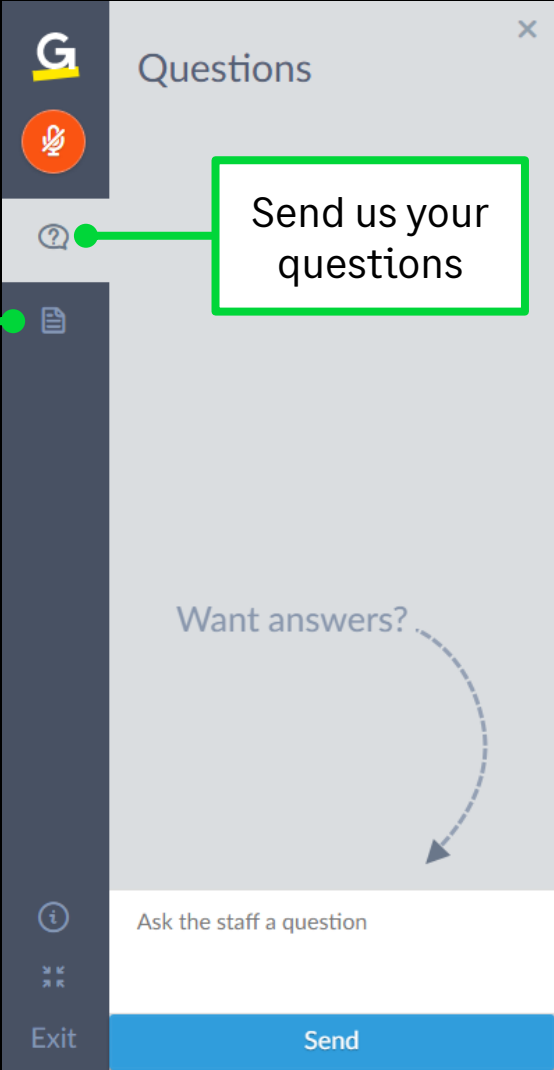
 More info – <https://gb-kb.sage.com/portal/app/portlets/results/viewsolution.jsp?solutionid=200427112326905>

Questions

Submit your questions in the Q&A now!

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Send us your questions



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Free online learning that helps you get the most out of Sage Payroll. >

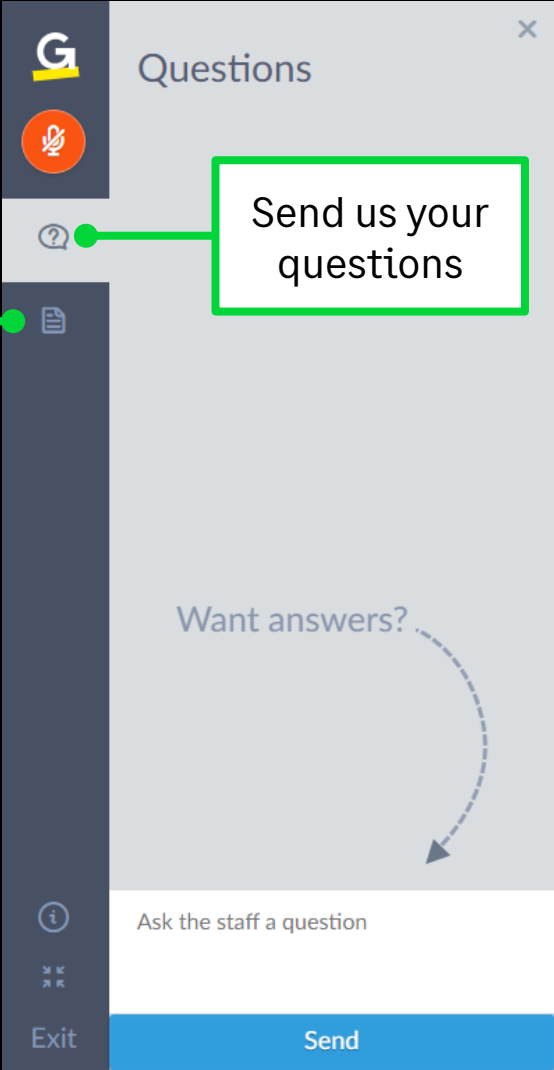
www.sage.co.uk/webinars

Questions

Submit your questions in the Q&A now!

Download a handout

Send us your questions



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