

Payroll Accountant Spreadsheet Test

Complete a spreadsheet with the following columns: Hours Worked, Hourly Rate, Gross Wages, FICA, Retirement, and Total Cost. Use the following information:

<u>Employee Name</u>	<u>Hours Worked</u>	<u>Hourly Rate</u>
(Name #1)	(Number Hours)	(\$ Amount)
(Name #2)	(Number Hours)	(\$ Amount)
(Name #3)	(Number Hours)	(\$ Amount)
(Name #4)	(Number Hours)	(\$ Amount)

The FICA rate is 7.65% of gross wages. The retirement rate is 10.77% of gross wages.

Print a copy of your spreadsheet and save to the diskette.