Gusto Historical Data Extraction

1 Go to Gusto

gusto 💿		0 e 279
New New	Good afternoon, Items sha's gaing an with your laws of Table Mang, Inc.	<u></u>
S tauja B Company → Ingent	Torrest the tensor of war supervised on Teptender 10, 2019 Press would find to keep using fronts, was new easilization and anotation	
C Tree lash C Banalits	Things to do	
II. Taxes & complexes III. Reports III. App. Restory	Turn on cheritoble densition motifying = Supprimenting interact the por methyme are should and new indeestifying entering interactive charitable densities matching	
0 damings III Refer Exam. 11 Vagende	Ealerst 5-Corporation Stokus = 4 His your company-choses to be based on 0-1-Corporation**/Rease tet al know.	
0.748	Select your company's industry To day compliant with recard frames regulations, we need you is what your company's instance.	
Terms & Drivers		

2 Click on Reports





3 Click on Payroll journal



4 Click on Summary and individual payroll details

Generate pay	roll journal report
This report provides an overview	v of payroll costs for a given date range.
What would you like to see in Report vertices	n this report?
Comparison of the second s	
Summary and individual payroll det	tolis Y
Summary and individual payroll det What would you like this rep	ort to contain?
Summary and individual payroll det What would you like this rep	cont to contain?
Summary and individual payroll det What would you like this rep Employee name Tatal employee earnings	colls
Summary and individual payroll det What would you like this rep Employee name Tatal employee earnings Tatal employee and employee	talls v sort to contain? Detailed employee info () Detailed employment info () Employee earnings breakdown
Summary and individual payroll det What would you like this rep Employee name Total employee earnings Total employer and employee taxes	talis port to contain? Detailed employee info Detailed employment info Employee earnings breakdown Employee earnings breakdown by
Summary and individual payroll det What would you like this rep Employee name Total employee earnings Total employer and employee taxes Net pay	talis



5 Select Quarterly from Date range

10085	 Employee earnings breakdown by job
 Net pay 	Employer tax breakdown
	Employee tax breakdown
	Deductions and contributions
	Detailed totals
	Reimbursements
When and who should	d be included?
Date range	
Quarterly	
Quarter	
G3 2021	~
Select employees	
All employees	~
How would you like th	his data grouped?

6 Select Q1 from Quarter

Deductions o Detuiled toto Reimburgen	and contributions als ents
When and who should be included?	
tote range	
Quarterly	
alect employees All errolionees	
alect employees All employees	v
low would you like this data grouped?	
houp by	



strends and second tables percent	
 A physical sector and the response of the sector and the sector and	domotri d
When and who should be includ lists range Durinity	ed?
Bushar D1304	
National amplitysees Advergelagenes	
Hew would you like this dots get linearly	supert?

8 Click on Generate report

roup by	
Employee	
Vhat format w	ould you like the report in?
Vhat format w	vould you like the report in?
What format w	PDF
Vhat format w	PDF
What format w	PDF
What format w	PDF



9 Click on Download CSV



10 Repeat Steps for All Quarters

