



## **CPS Internet Payroll and Reporting Specifications for Companies with Software Download Restrictions**

This option primarily applies to companies that do not allow 3<sup>rd</sup> party software installations (e.g. State Farm or Allstate agencies). In order to download the CPS Internet Payroll & Reporting setup package, you must have administrative rights on the computer you wish to use. If you do not have the ability to log on as an administrator due to company restrictions or limited access, try these alternative options:

- Install the setup package on your laptop or personal PC. For many customers being able to access payroll information from anywhere on their laptop is a nice convenience.
- You can use the Remote Desktop Connection installed on your Windows computer to connect to CPS. Using this option limits you to only be able to print reports to file. You will still have all the flexibility to enter payroll, add or change employee information etc.

Thank you for your interest in our Internet Payroll and Reporting software. If you have additional questions, please feel free to contact your payroll processor or our technical support team.