



Jane Webinar

Paying your team in Jane

Compensation reports for payday
with Jane Payroll



With John and Kate from Jane Payroll



Watch the
session replay

✦ **Remember:** You don't have to do everything at once.

Top payday reports from the webinar:

✦ **Compensation Report for percentage-based commission** 💰

Shows what each practitioner collected or invoiced in a set period, with adjustments and fees already factored in. Set different commission rates per service or product using Income Categories.

✦ **Timesheets for staff paid hourly** ⌚

Timesheets track the hours your hourly team works, plus vacation, paid holidays, and sick time. When it's time for payroll, Reports > Timesheets shows total payable hours by category.

✦ **Product Performance Report for counting what each staff member sold** 📊

Shows appointments, products, packages, and memberships sold per staff member, great if you pay a flat rate per service.

Tips for getting started with Jane Payroll

- ✓ Activate Payroll under Billing → Payroll → Account (Account Owner access only)
- ✓ Add your staff and mark each person as an employee or contractor
- ✓ Assign a Payroll Admin to manage day-to-day payroll
- ✓ Set up pay groups, so everyone's grouped by how often they get paid
- ✓ Complete your business and tax info, then verify your bank account
- ✓ Invite staff to add their own banking and tax details in their profile
- ✓ Switching providers? Import your year-to-date payroll history before your first run

🕒 We recommend giving yourself 2-4 weeks from first click to your first pay day

Thank you!

Have questions? Our team is happy to help: payroll@jane.app

Ready to run payroll?

The [Jane Payroll guide](#) walks you through setup to your first pay run.