Totem Integration with Xero

#1 Create application on Xero

Add integration from Developer Center
https://developer.xero.com
Click **[new app]** button and fill in the form.
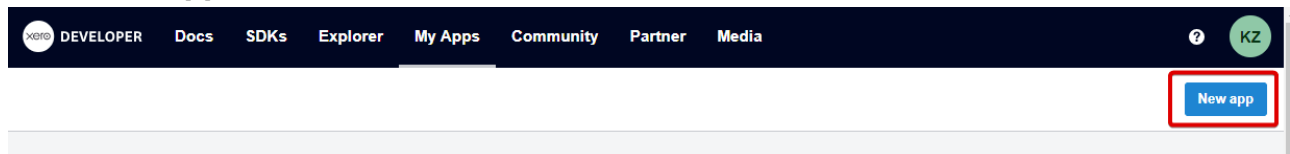

App Name: Totem Integration
Integration Type: WEB app
Company or Application URL: https://YOUR-COMPANY-NAME.gainplus.asia
Redirect URI:
https://YOUR-COMPANY-NAME.gainplus.asia/payroll/index.phpmod=settings&view=plugin&plugin_key=xero

#2 Generate secret

Now from application details go to Configuration and Generate a secret.

You will need secret with Client id to setup the integration on Totem.

Copy secret once you generate it otherwise it wont be available.

This step will conclude setup on Xero.
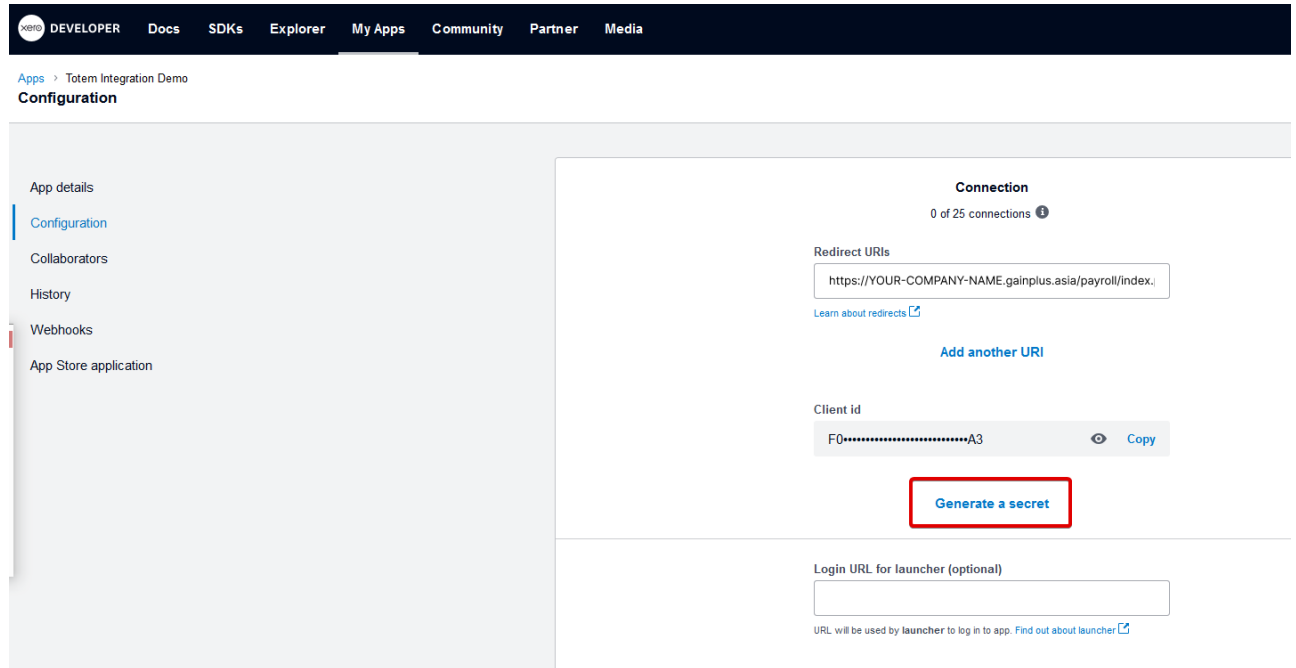
#3 Connecting Totem to Xero

Go to Plugin management screen from Totem Settings.
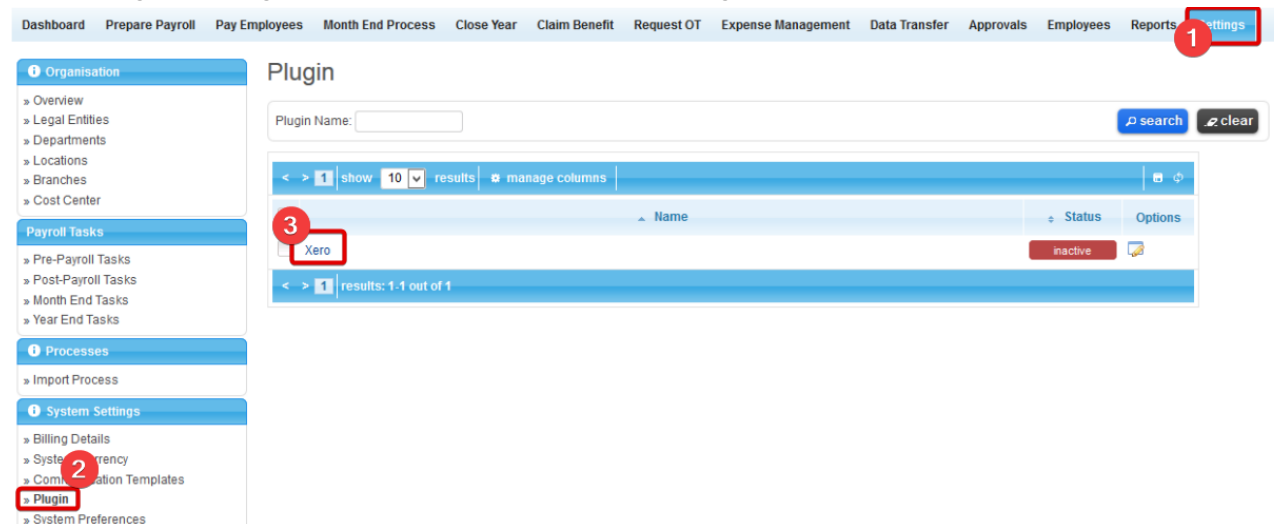
Enter Client ID and Secret previously defined on Xero and click **[establish link]** button.

You will then be prompted be Xero to confirm of the requested permissions.
Note if you are using Xero to manage multiple entities with your account, you will be asked to select which entity you would like to connect.

Once accounts are connected system will display connection details (highlighted below) and list of accounts matching your cost center setup.

ⓘ Organisation
» Overview
» Legal Entities
» Departments
» Locations
» Branches
» Cost Center

ⓘ Employees
» Employee Details
» Administrative Staff
» Payroll Access Permissions

Payroll
» Preparation & Approval
» Deduction Categories
» Income Categories
» Payroll Schedule
» Provident Fund
» PVD Plan
» Social Security Rates

Development Settings
» Banks
» Configuration
» Tax Deductions
» Tax Rates
» Languages
» Translations
» Word Groups

Benefit & Expense
» Benefit Category
» Benefit Profile

⊘ xero submit alert

active Xero

Name: Xero
Description: description
URL: https://YOUR-COMPANY-NAME.gainplus.asia/payroll/index.phpmod=settings&view=plugin&plugin_key=xero

How to handle transactions same gl

transfer method   ● Combine   ○ separate base on cost center

Login

Client ID:	F06234CCA9B746DFA3D7CF172D7B1DA3
Client Secret:	BUMYR5x_hOhVPHrw0pSJ6AGow8ageaxkrcVARcmbxVgWTB4e
Code:	KOcMB8wTmfKamZvAa_FiElJXODVHsr3QPSNJqRjzHFY
Tenant ID:	Totem Integration Demo : d9bae30d-aad2-4c06-9f61-6eed9e61a2b3

plugin save   **disable integration**

Cost Center Validation (63 Problem(s))

⊟ admin (11 Problem(s))

Name	GL Code	Status	Xero Account
Salary	adminSal	unknown	
Bonus	adminBo	unknown	
Unpaid Leave	adminLWOP	unknown	
W/H tax	adminWHT	unknown	
SSO	admiSSO	unknown	

In order to verify/create accounts run the review process by clicking **[recheck accounts]** button on the bottom of this screen. That will confirm existence of accounts with matching code on Xero and show name of the Xero account as confirmation.

In case where account does not exists on Xero you can rectify this and rerun this process.

If you do not use particular accounts it wont be required to set it up on Xero.

➕ **Software Development**

➖ **Technical (5 Problem(s))**

Name	GL Code	Status	Xero Account
Telephone Allowance	44061	unknown	
Parking Allowance	44022	unknown	
Reimb	44024	unknown	
Off Site Allowance	44024	unknown	
Other Allowance	44013	unknown	

recheck accounts

That will then allow you to transfer monthly journals directly from Totem to Xero.

Month Pending Processing

June 2020

🗑 redo this month

Period	Description	Pay Date	Employees	Net Pay	Approved Date
Jun 2020	test gps June	26 Jun 2020	Employees (1)	19,250.00	21 Jan 2022

ⓘ complete tasks for month end process ⚙

🗒 Pay Salaries	Select Payment Method	mark completed
🗒 Transfer to Xero	process Xero transfer	mark completed
🗒 Submit SSO1-10	generate SSO 1-10	mark completed
🗒 Submit PND1	generate P.N.D. 1	mark completed
🗒 Provident Fund Submit	generate PVD report	mark completed

✓ complete June 2020 processing

Transfer to Xero ✖

Cost Center: Cost Center A

Name	GL Code	Xero Account	Debit	Credit
Salary	SA	Salary SA	20,000.00	
SSO	SSO	SSO SSO		750.00
SSO liability account	SSOLA	SSO liability account SSOLA		750.00
SSO expense account	SSOEA	SSO expense account SSOEA	750.00	
Bank transfer	BF	Bank transfer BF		19,250.00

Cancel | Print | Proceed