



Course Description

Ceridian HR/Payroll Latitude &/or PayFlex for Windows for 32-bit Software - Auditing Payroll Reports (Webinar/Virtual)

Overview:

This Webinar is common to users of both Ceridian HR/Payroll Latitude software and PayFlex for Windows for 32-bit software. It provides information regarding the standard payroll output reports. This two-hour course reviews sample reports and provides explanations of the information contained.

Facilitation:

- This facilitator-led virtual classroom consists of a 2-hour interactive on-line learning session. You will learn via the web – while at your PC in the convenience of your own office.

Note: All times listed are in Eastern Time (EST/EDT). If you are not in this time zone, please adjust your schedule accordingly. Webinars are offered in English only.

Attend if you:

- Are a user who is responsible for reviewing, balancing, or auditing standard payroll output reports as produced by Ceridian HR/Payroll Latitude or PayFlex for Windows for 32-bit software.

Once you have attended, you will be able to:

- Identify standard payroll output reports, as produced by Ceridian HR/Payroll Latitude &/or by PayFlex for Windows for 32-bit software.
- Review the configuration of company-level payroll codes.
- Identify checks and balances provided in Ceridian's HR/Payroll Latitude &/or PayFlex for Windows for 32-bit standard payroll output reports.
- Be aware of Ceridian suggestions for auditing standard payroll output reports.

Duration: 2 hours

Prerequisite:

- Participants must have a working knowledge of human resources and payroll functions, the Internet, and the Windows environment.

Note: For clients using Ceridian's HR/Payroll Latitude software or PayFlex for Windows 32-bit software.