



Course Description

Ceridian HR/Payroll Latitude - Setup Overview for Implementation Webinar (Webinar/Virtual)

Overview:

The Setup Overview of Implementation Ceridian HR/Payroll Latitude session is the first in a series of workshops. This workshop is designed to set the foundation for customizing the product to your company's needs. This session also provides information and instruction regarding the company-level setup of human resources, payroll and benefit information, as well as some employee-level maintenance. This workshop will prepare you for discussions with your Ceridian Implementation team and aid in the decision making process regarding the setup of your HR/Payroll Latitude application.

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. Webinar is offered in English only.

Once you have attended, you will be able to:

- Gain a better understanding of how data is maintained in HR/Payroll Latitude.
- Understand and add new options to choice lists.
- Understand the company-level setup of HR, payroll and benefit information.
- **Actively participate** during implementation meetings by introducing concepts discussed during those meetings.
- Better communicate your overall company processes.

Duration: 2 hours

Prerequisite:

- No training prerequisites

Note: Clients entering the Implementation Phase to begin using Ceridian HR/Payroll Latitude **must attend this webinar prior to classroom training. Registrations must originate from Ceridian staff as part of the Implementation Project.**