

Ceridian Insync - Attendance Webinar (Virtual) - Calculating Plans, Time-based vs Rate-based Accruals, Attendance Year End

Workshop Objective:

To gain a valuable understanding of Ceridian Insync's Attendance module for Calculating Plans, with specific examples for Time-based and Rate-based Accruals, and options for Attendance Year End.

Please note this workshop is specific to clients with four-digit payroll numbers using Ceridian Insync software.

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 currently using Ceridian Insync software (with a four-digit payroll number) and would like to advance your knowledge of the Attendance module

Once you have attended, you will be able to:

- Identify Calculating vs Non-calculating Attendance Plans
- Identify differences between Rate-Based vs Time-based Accruals for Calculating Attendance Plans
- Identify options with "Auto Year End Zero Out" for Attendance Plans

Duration: 2 hours

Prerequisite:

- Have **attended** Ceridian Insync's HR software training
- Keyboarding skills
- Proficient in the Windows environment
- High comfort level with the Internet
- CPA Level 1 would be an asset

Note: For Ceridian Insync clients with 4-digit payroll numbers