



### Powerpay Year-End Webinar

#### Overview

This facilitator led 2.5-hour virtual training in demo/lecture format reviews how to process year-end using the Ceridian Powerpay product

#### Topics include:

- How to interpret year-end output reports
- How to verify and correct year-end information
- How to input year-end information using product software

#### Attend if you:

- Are responsible for processing payroll
- Will be required to understand year-end output reports and process year-end adjustments using Phone input, Fax input or Powerpay Software.

#### Facilitation:

- Web based training that is interactive in that participants can verbally communicate with the facilitator, for example to ask questions, using the telephone.
- Attendees learn via the web from their own PC in the convenience of their own office.

#### Webinar Requirements:

- Computer with high speed internet access
- Telephone for audio

#### Duration: 2.5 hours

#### Prerequisites:

- Good comfort level with the internet
- Current user of Ceridian Powerpay and familiar with company specific payroll options
- General knowledge of payroll legislation
- CPA (PCP) Payroll Fundamentals 1 is an asset