

Foundations of Payroll Webinar

Objectives:

Gain an understanding of basic payroll legislative requirements; distinguish the various types of employment income; provide an overview of statutory governmental deductions, including CPP/QPP, EI and QPIP calculations; provide an overview of provincial labor standards, including vacation calculation; understand payroll and remittance frequencies; review of basic legislative requirements for ROE completion.

Prerequisites:

- Proficient in the Windows environment
- Working knowledge of the internet

Webinar Requirements:

- Computer with high speed internet access
- Telephone for audio

Facilitation:

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

Note: All times listed are in **Eastern Time (EST/EDT)**. Please adjust to your local time.

Attend if you:

- Are new to the payroll department
- Are working with a payroll system but have not received formal training
- Are the backup person for your payroll department
- Have the payroll department report to you

Once you have attended you can:

- Access and apply useful government legislation
- Understand how to manage different types of deductions
- Understand different types of earnings
- Manually calculate pay period CPP/QPP, EI and QPIP contributions
- Understand the regulations surrounding ROE processing
- Understand the benefit of an accurate payroll with regard to federal legislation
- Avoid fines and penalties for non-compliance

Duration: 4-hour webinar session

Price: \$225.00 plus applicable tax (or as per Ceridian quote/contract)