



Collsoft

Computerised Payroll

Learn how to set up and maintain a computerised Payroll system

- Offering an overview of Collsoft for current / new users progressing to achieving the maximum that the software can provide.
- Online Course
- Two x 2 Hour sessions
- Q & A at the end of each session



Contact 087 233 7729

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Collsoft Computerised Payroll Course - Online

Aim: This online course aims to provide participants with a basic knowledge of setting up and maintaining this computerised payroll system.

Collsoft Computerised Payroll

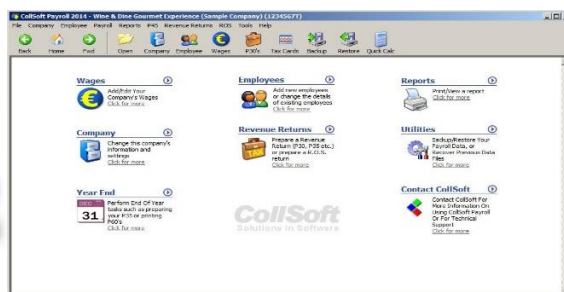
- Create a Company & set up company & employee's details
- Set up additions, deductions, pensions & BIK'S
- Edit /change employee details - Starters and Leavers
- Process weekly & monthly payroll & holiday pay
- Prepare reports in Payroll
- Revenue Payroll Notifications from ROS
- Payroll Submissions Reports to ROS
- Temporary Wage Subsidy Scheme and Employee Wage Subsidy Scheme
- Understanding your Pay slip
- Features in the Payroll Software

Duration: 2 x Two Hour online sessions

There will be a Q&A at the end of each session.

This program focus is on the Payroll Processing function and the associated statutory deductions.

Any in depth understanding and reconciling of TWSS and EWSS can be sourced through our other online courses specific to these subsidy schemes.



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