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people with vision

Course Name

Level

## COURSE OUTLINE

**Webinar: Payroll – Allocations and Reconciliations**

**Intermediate**

### **Overview:**

The course is designed to provide a greater understanding of the automatic payroll allocations and hence what reconciliations are required to ensure PAYG Payment Summaries and ledgers are correct.

### **Who Should Attend:**

Payroll Officers wanting to understand the postings to the ledgers and how to ensure the payroll is in balance for the production of PAYG Payment Summaries.

### **Course Outline:**

#### **Allocations**

An overview of the Allocations performed by the Payroll for the following payments.

- Contra Accounts
- Employee Default Allocations
- Allowances
- Deductions
- Superannuation
- Leave
- Allocation Overview
- Standard Payroll Allocation Codes

#### **Reconciliations**

A summary of what reconciliations are recommended. A section on how to locate errors in allocations is also included.

- Gross Salaries & Wages
- Pay Suspense Account
- Unallocated Salaries and Wages
- Superannuation
- Deductions
- Taxation

### **Pre-requisite:**

A basic understanding of the Payroll System.

To lodge your Booking or for further information please contact Ann Bull on (08) 9315 7000 or email [training@itvision.com.au](mailto:training@itvision.com.au)