

QSS Customer Education



Welcome to the QCC Payroll Seminar

You're invited to attend this one-day seminar at Sacramento COE, offered by QSS.

The **QCC Payroll** seminar explores the features of the QCC Payroll module which allow **QSS/OASIS** customers to manage and process their payroll.

When is it?

Wednesday, April 3, 2013, from 9:00 am to 4:00 pm (Pacific).

Who might be interested?

Payroll Supervisors and Clerks; HR Supervisors and Clerks; Business and Finance Staff; Employee Benefits Management Staff; Technical Support Staff; anyone else interested in **QSS/OASIS Payroll**.

Why attend?

The **QCC Payroll** seminar covers:

- Setting up Payroll Master Files and Online Tax Tables
- Maintaining Employee Payroll Data using QCC Employee Maintenance
- Importing Payroll Data (Pay Lines, Deductions, Timesheets)
- Generating Pre-Payroll and Post-Payroll Reports
- Running Jobs to Mass Update Pay Line and Deduction Data
- Interfacing with California Retirement Systems (STRS/PERS)
- Processing Vendor Payments (VLD, Trailing Warrants)
- Managing Hand and Canceled Warrants
- Inspecting and Reporting Payroll History, Labor/Benefit History, Payroll Totals

What does it cost to attend this seminar?

- **\$250** for each participant attending the seminar.

What do I need to do to register?

- Complete the registration form included with this flyer and return it to **QSS** no later than **Wednesday, March 20, 2013**.
- Include with the registration form a PO or check for **\$250** for each participant attending the seminar.

The seminar will be held at Sacramento COE:

10474 Mather Boulevard
Mather, CA 95655

Contact: **Marie Wagon, 916.228.2343**

Map: see <http://www.scoe.net/about/maps/index.html> for a map to Sacramento COE.

Please complete the registration form included with this flyer.