

MicrOpay End of Financial Year 2025 eLearning

Overview:

Enrol in our comprehensive End of Financial Year eLearning course. This online course allows you to work at your own pace, focusing on preparation and processing.

What do you need to know?

The course assumes confidence in MicrOpay navigation, awareness of system configuration, and payroll knowledge.

Delivery Method

Web-page-like environment offering a mix of content to read. This interactive eLearning course is self-paced so you can learn at your own speed.

Duration

Access to this course will be available for 3 months.

What does this course cover:

Preparation:

- Timing of the last pay for the financial year.
- Confirming STP 2 Allowance & Deduction configuration.
- Balance your year to date
- Reportable Fringe Benefits.
- Confirming employee's tax details.
- Superannuation increase preparation and Reportable Super configuration.
- Entry of Foreign Employment Income.
- Employee Code Changes.
- Superannuation and other compliance changes where applicable.

EOFY Processing:

- STP marking the final event and rolling over into the new financial year.
- Change Tax Year.
- Confirm SGC update.
- Update Employees on Tax Variation.
- GL Integration End of Month Transaction Accrual.

Course Outline

Objectives:

- ✓ Master EOFY Payroll Processes – Learn critical end-of-year payroll tasks, including finalising pays, reconciling year-to-date balances, and essential reporting.
- ✓ Ensure Compliance with STP and Superannuation – Verify STP 2 configurations, process superannuation increases, and manage tax updates.
- ✓ Prepare for the New Financial Year – Successfully roll over payroll, update company and employee tax details, and configure compliance changes.