access
freedom to do more

Access MicrOpay: Refresher Insights Webinar



Do you know how to set up leave for an employee? Do you know what to do when you get error messages when running an End of Pay?

Are you aware of the latest changes to MicrOpay?

The Access MicrOpay: Refresher Insights Webinar is an informative webinar designed to grow your skills and keep you up to date.

What does this webinar cover?

- Optimising Leave Management: Ensuring correct setup for Annual, Sick, and Long Service Leave.
- Troubleshooting End of Pay Issues: Addressing why an End of Pay won't process and providing effective solutions plus Exploring solutions for issues like an inability to produce EFT or Pay Advice.
- Navigating Out-of-Cycle Pay Runs: Understanding the process and best practices.
- Other Changes: staying informed of system updates and enhancements.
- Database Cleanup Strategies: Maximising efficiency during quieter office periods.
- And More: Uncovering additional insights and tips to enhance your proficiency.

Target audience

Customers with some knowledge and experience in using Access MicrOpay but may have forgotten some of the basics.

What do you need to know?

Everyday use of the system and the payroll process.

Delivery method

This live webinar includes real-time questions and answers. The webinar is recorded and will be made available within 48 hours of the conclusion of the session).

Duration

The webinar will run for 90 minutes.

Materials

In addition to the webinar recording, attendees will receive QRGs covering topics such as Leave and Superannuation.

Classification - Public