

Definitiv – End of Financial Year 2026 Bundle Webinars + eLearning

Overview:

Designed to equip new and existing payroll users with the skills and knowledge to complete the end of year tasks, this bundle course is presented as two live webinars covering the key steps of reconciliation and processing of the end of year tasks effectively, and the upcoming Payday Super obligations.

What do you need to know?

The course assumes confidence in Definitiv navigation and an existing understanding of payroll principles and system configuration.

Delivery Method

Webinars delivered via GoTo Webinar.
eLearning delivered via a Web-page-like environment.

Duration

EOY Processing Webinar – 1.5 hours.
Payday Super Webinar – 1.5 hours.

eLearning - Access to this course will be available for 3 months.

What does this course cover:

Webinar 1: EOY Processing

- Review the system for year end – checking pay items, organisation information, etc.
- Reconcile reports.
- Identify and resolve discrepancies.
- Enter reportable fringe benefits.
- Review the pay runs.
- Process final adjustment pays.
- Finalise and lodge the final event for the year.
- Review new financial year updates.
- Process amendments following the final event.

Webinar 2: Payday Super

- Introduction to Payday Super.
- Changes in Definitiv and its impact.
- Processing superannuation scenarios.

Course Outline

Objectives:

- ✓ Know how to review reports to reconcile your payroll data.
- ✓ Learn to process fringe benefits for your employees.
- ✓ Complete the finalisation declaration.
- ✓ Understand any changes to your payroll system for the new financial year, such as updating motor vehicle allowance, other compliance information, etc.
- ✓ Understand the key processing dates for the final event, superannuation submissions for FY26, etc.
- ✓ Learn about Payday Super and how to stay compliant and ready.

BUNDLE 1

Webinar 1: EOY Processing (2 June @ 1pm)
Webinar 2: Payday Super (9 June @ 1pm)

BUNDLE 2

Webinar 1: EOY Processing (15 June @ 11am)
Webinar 2: Payday Super (22 June @ 11am)