

Definitiv – End of Financial Year 2026 eLearning

Overview:

Designed to equip new and existing payroll users with the skills and knowledge to complete the end of year tasks, this online course allows you to work at your own pace, focusing on the preparation 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

eLearning delivered via a Web-page-like environment offering a mix of content to read and view. This interactive eLearning course is self-paced so you can learn at your own speed. We also offer quick reference guide and checklist to download.

Duration

Access to this course will be available for 3 months.

What does this course cover:

- Review the system for year end – checking pay items, organisation information, etc.
- Reconcile reports.
- 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, including Payday Super.
- Process amendments following the final event.

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 final event, superannuation submissions for FY26, etc.
- ✓ Learn about Payday Super and how to stay compliant and ready.