# MYOB Version 18 Payroll

<table>
<thead>
<tr>
<th><strong>General Description</strong></th>
<th>This course aims to increase your productivity by providing the skills and knowledge to effectively use the payroll features in MYOB Version 18.</th>
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<tr>
<td><strong>Learning Outcomes</strong></td>
<td>At the completion of this courseware participants will be able to:</td>
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<td></td>
<td>• setup MYOB Accounting Plus for payroll</td>
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<td>• add employee payroll details in MYOB</td>
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<td></td>
<td>• conduct pay runs in MYOB</td>
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<td></td>
<td>• create, modify and pay employee entitlements</td>
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<td>• use the timesheets facility in MYOB</td>
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<td>• display payroll information and generate reports</td>
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<td>• fulfill end of month, end of quarter, and end of year payroll obligations.</td>
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<td><strong>Target Audience</strong></td>
<td>This course is intended for people who wish to use MYOB for generating and tracking payroll.</td>
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<td><strong>Prerequisites</strong></td>
<td>Participants need to have a general knowledge and understanding of basic MYOB operations.</td>
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<tr>
<td><strong>Pages</strong></td>
<td>7 chapters, 184 pages, and 21,063 words!</td>
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<tr>
<td><em><em>Approx</em> Duration</em>*</td>
<td>44 exercises. Anticipated duration* of 7 hours</td>
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<td><strong>Methodology</strong></td>
<td>A hands-on approach is taken during this course. The exercises are designed to impart relevant skills and knowledge by having participants work through real-life examples and scenarios.</td>
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<td><strong>Companion Publications</strong></td>
<td>Watsonia Publishing produce a wide range of other training related publications and products. Please visit our web site at <a href="http://www.watsoniapublishing.com">www.watsoniapublishing.com</a> for more details.</td>
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* Approximate duration should be used as a guide only. Actual duration will vary depending upon the skills, knowledge, and aptitude of the participants. This information sheet was produced on Tuesday, December 23, 2008 and was accurate at the time of printing. Watsonia Publishing reserves its right to alter the content of the above courseware without notice.
MYOB Version 18
Payroll

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   7. Linking Categories And Accounts
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