



QSS/OASIS Payroll Seminar

sponsored by the QSSUG Finance/Personnel Committee
hosted by Merced County Office of Education



Payroll – sponsored by the QSSUG Finance/Personnel Committee

QSS/OASIS Customer Education

Summary

A feature overview of the QSS/OASIS Payroll Software:

- Setting up Payroll Master Files and Online Tax Tables
- Maintaining Employee Payroll Data using QSS/OASIS Employee Maintenance
- Importing Payroll Data (Pay Lines, Deductions, Timesheets)
- Generating Pre- and Post-Payroll Reports
- Running jobs to Mass Update Pay Line and Deduction data
- Interfacing with California Retirement Systems (STRS/PERS)
- Processing Vendor Payments (VLD, Trailing Warrants)
- Managing Hand and Canceled Warrants
- Inspecting and Reporting Payroll History, Labor/Benefit History, Payroll Totals
- Using the ACA Payroll Analysis Report
- ACA 1095-C for Tax Year 2017

When and Where

- Wednesday, November 1, 2017 from 9:00am to 4:00pm (Pacific) in the **Newbold Room**
- **Merced County Office of Education, 632 West 13th St., Merced, CA 95341**
- Contact Ubence Quevedo at 209-381-5950 with questions about the Merced, CA area

Intended Audience

Payroll supervisors and staff; HR supervisors and staff; Business/Finance staff; Benefits Mgmt. staff; Technical Support staff; other staff interested in learning more about QSS/OASIS Payroll.

Cost

- **Members** of the QSSUG F/P Committee: **\$25** per participant.
- **Non-members** of the F/P Committee: **\$250** per participant.
- For QSSUG F/P membership inquiries, contact your IT staff or a **Committee co-chair** (Lisa Knight, Lknight@ccoe.net or Richard Aldover, RAldover@sccoe.org).

Registration and Payment

- Complete the registration form included with this flyer. **Registration deadline is Tuesday, October 24, 2017.** Registrations accepted on a first-come, first served basis. **COE's should use one form for all registrants under their jurisdiction.** Last-minute substitutions permitted. **No refunds made for cancellations.**
- Prior to the seminar:
 - Mail **one** check (payable to **Harris School Solutions**) along with the completed registration form to **Harris School Solutions, PO Box 74008484, Chicago, IL, 60674-8484.**
 - **Before mailing, write the name and date of the seminar on your check, and email scanned copies of the check and registration form to: MSmith5@HarrisComputer.com.**

For more information

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