

Retirement – sponsored by the QSSUG Finance/Personnel Committee

QSS/OASIS Customer Education

Summary

A feature overview of the QSS/OASIS HR/Retirement Software:

- Using HR Code Maintenance and HR Code Maintenance #2 to maintain Retirement Master Files
- Using the Retirement module for Retirement-specific setup
- Maintaining Pay Lines using the Employee Maintenance module
- Running and reviewing Payroll Retirement pre-lists
- Generating pre-payroll Retirement data files for pre-payroll audit
- Loading post-payroll records into the Retirement system
- Reviewing and editing Retirement records prior to STRS/PERS submission
- Submitting files to STRS and PERS
- Importing STRS and PERS data into Retirement using QCC

When and Where

- **Thursday, October 10, 2019** from 9:00am to 4:00pm (Pacific). Presenter: Don Hemwall.
- **Merced County Office of Education, Room J-2.** <https://www.mcoe.org>
- Contact Ubence Quevedo at uquevedo@mcoe.org with questions about the Merced, CA area.

Intended Audience

Payroll staff; Retirement staff; HR staff; Chief Business Officials; Technical Support staff; other staff interested in learning more about QSS/OASIS Retirement/Payroll.

Cost

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

Registration and Payment

- Complete the registration form included with this flyer. **Registration deadline is Friday, October 4, 2019.** 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:
 - **Email** a Purchase Order made out to Harris School Solutions, 2011 Renaissance Blvd, Suite 100, King of Prussia, PA 19406) to HSSPSTeam@HarrisComputer.com ***OR*** **mail one** check (payable to **Harris School Solutions**) 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 e-mail scanned images of the check and registration form to: HSSPSTeam@HarrisComputer.com.**

For more information

HSSPSTeam@HarrisComputer.com | 1.520.917.1394, x61360

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Registration Form – Retirement Seminar

QSS/OASIS Customer Education

Register the following people for the **Retirement** seminar at **Merced County Office of Education** on **Thursday, October 10, 2019** from **9:00 am to 4:00 pm**. COE's should use one form for all registrants under their jurisdiction.

Organization: _____ Contact Person: _____

Phone w/Ext.: (_____) _____ Contact Email: _____

1. _____ 2. _____ 3. _____

4. _____ 5. _____ 6. _____

7. _____ 8. _____ 9. _____

Standby Registrations:

1. _____ 2. _____ 3. _____

- Purchase Order No. _____ ***OR*** Check No. _____ must be supplied by the registration deadline (**Friday, October 4, 2019**) to reserve seats.
 - Registrations are initially limited to 9 participants per customer. Standby registrations taken on a space-available basis. Include registration fees for standby registrants in your PO or check.
 - Complete this registration form and **email** it on or before the registration deadline (**Friday, October 4, 2019**) to: HSSPSTeam@HarrisComputer.com. Registrations accepted on a first-come, first served basis. Last-minute substitutions permitted. **No refunds made for cancellations.**
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- If you have any registration questions, please contact the Harris School Solutions Professional Services Team at HSSPSTeam@HarrisComputer.com.

If you have specific topics or questions you want addressed at this seminar, email them in advance to Don Hemwall at DHemwall@HarrisComputer.com.