

## Prerequisites

Delegates must be familiar with the operation of a Sage Payroll. Completion of our Sage Payroll Level 1 Course is recommended.

## Course Content

### Level 2: Integration, statutory payments & Payroll Year End

- Work with the Nominal link to Sage Accounts
- Export data to files
- Import data into Sage 50 Payroll
- Use the Microsoft integration tools and task reminders in Sage 50 Payroll
- Deal with attachment of earnings orders
- Set up and process student loans
- Apply SSP, SMP, SAP and SPP to your payroll
- Understand the payroll tax month end process
- Use e-banking in Sage 50 Payroll to make BACS payments
- Process the payroll over the tax year end and work with historical data
- Deal with the payroll tax year end
- Understand the audit trail and HMRC inspection reports
- Make E-submissions
- Produce reports from Sage 50 Payroll



**Mullan Training**  
1<sup>st</sup> Floor, Blackstaff Studios, 8 – 10 Amelia Street  
Blackstaff Square, Belfast BT2 7GS  
Tel: 028 9032 2228 Fax: 028 9032 2229  
info@mullantraining.com www.mullantraining.com