



SDS Touch Base Tuesday Agenda

March 24, 2020

Presenter: Kim

1. Trending Topics:

- ✓ Verify/update Contact Information when submitting Xconnect
- ✓ How can I set up and complete a future Payroll date?
- ✓ How to run benefits through payroll if the employee does not have a gross pay amount?
- ✓ Budget Planning Assistant: How to project salaries and expenses remaining from contracts for this fiscal year?

2. Enhancements and News:

- ✓ [SDS University](#) – One Year All Pass **70% Discount – Continued through April 7th due To Stay at Home Orders – Why not learn while working from home?**
 - VIP All Access Pass Price (through April 8th) = \$1575.00
 - Use COUPON CODE: 2020GETSTARTED or [CLICK HERE FOR A DIRECT LINK](#)
 - If you have questions on the One Year All Pass, please email Jennifer@schooloffice.com.
- ✓ Employee Portal: Additional selection to see new W4 information
- ✓ Colorado Finance Reporting: Additional selection for Subtotal Definition

3. Looking forward:

- ✓ **What's Coming – Stay Tuned to your Inbox:**
 - **FREE LIVE WEBINARS**
 - **New User Boot Camps** – will be **April 16, 2020**
Click here to register: <https://schooloffice.com/newuserbootcamp/>
 - **Next Touch Base Tuesday** will be **April 6, 2020**
Click here to register: <https://schooloffice.com/tbtfinance/>