

SDS Touch Base Tuesday Agenda

December 10, 2019

Presenter: Kim

1. Trending Topics:

- ✓ How to change the amount or percent of a Deduction/Benefit code?
- ✓ When Direct Deposit is set up for Employees, how to print a physical check?
- ✓ How to use drop down selections or mandatory field for master file settings?

2. Enhancements and News:

- ✓ Employee Portal - Hide Open Payroll Information
- ✓ Customizable Reports – Units
- ✓ W2 & 1099 Online Courses with Live Q & A and Instructions
- ✓ ACA Waiting on the IRS for Final Updates

3. Looking forward:

- ✓ **What's Coming – Stay Tuned to your Inbox:**
 - *Use Coupon Code **TBT10** for attending today to receive 10% off.
 - **FREE LIVE WEBINARS**
 - **New User Boot Camps** – will be **December 12, 2019**
Click here to register: <https://schooloffice.com/newuserbootcamp/>
 - **Next Touch Base Tuesday** will be **January 7, 2020**
Click here to register: <http://schooloffice.com/sdsservices/sds-free-monthly-user-touch-base-tuesdays/>
 - **SDS UNIVERSITY – ONLINE COURSES**
 - **ACA, W2 and 1099 Course Bundle** or **Purchase Courses Individually** at www.sdsuniversity.com
 - ***Includes:**
 - Full course manual
 - Online course video
 - Live Q & A Call