

Ready Community (Altus) Payroll Award Changes

Overview

This course is designed for Payroll Officers and Payroll Managers wishing to obtain a general overview of the Award function within Ready Community (Altus) Payroll.

Those wishing to take advantage of a refresher would also benefit from attending this course.

Who You Are

Attendees will need to have:

- Knowledge of Ready Community (Altus) Payroll
- Fundamental knowledge of computers
- Fundamental knowledge of what Payroll Awards are

Learning Outcomes

1. Overview of How Award Policies are Applied
2. Understanding Award Policies
 - a. If Conditions
 - b. Then Outcomes
 - c. Award Policy Rules (Order and Structure)
 - d. Understanding Tags
 - e. Pre-Processor Rules
 - f. Post Processing Script
3. Building Award Policies
 - a. Changing Existing Award Policy



b. Common Award Rules

Please note this course will *not* cover any aspects of the following areas, for which separate courses are available:

- Ready Community (Altus) Payroll Essentials
- Ready Community (Altus) End of Year Payroll