



IN THE BUSINESS OF YOUR SUCCESS®



ADP RESOURCE®

Year End Client Webinars



- What if you knew your company and employee information was properly closed out for the year?
- What if you knew what to prepare to start 2015 properly?
- What if you've done this before and you need to know what's changed since last year?
- That's what you'll know after you attend one of our 9 Year End webinar sessions!
- These sessions will be instructor led and will cover the tools the clients will need to close out payroll for 2014 and ensure a hassle-free transition to 2015.



CLIENT TRAINING WILL COVER:

- Year End Processing tools and resources
- Verifying employee and company information for accurate W-2's
- Processing 2014 adjustments, bonus payrolls, and recording taxable fringe benefits
- Preparing for 2015

IS THIS RIGHT FOR ME?

These live sessions are essential for newer clients and new administrative contacts for more tenured clients. There will be legislative updates that will be valuable for everyone.



WEBINAR DATES AND TIMES:

November 5: 2:30 pm – 3:30 pm ET	November 19: 2:30 pm – 3:30 pm ET
November 7: 11:00 am – 12:00 pm ET	November 21: 11:00 am – 12:00 pm ET
November 12: 2:30 pm – 3:30 pm ET	December 3: 2:30 pm – 3:30 pm ET
November 14: 11:00 am – 12:00 pm ET	December 5: 11:00 am – 12:00 pm ET

In addition, My ADP Resource Year End 2014 online training module will be available towards the end of November for those clients unable to attend the live webinars.



HOW TO GET MORE INFORMATION

Follow the registration instructions on the next page

or

Contact your ADP Resource Payroll Service Representative or HR Business Partner who can tell you more about the training or help you register.

Year End Client Webinars

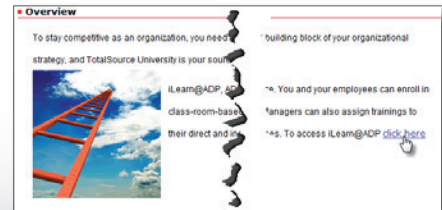
To register for your Year End 2014 training session, go to www.myadpresource.com and complete the following steps:



From the HR tab, scroll down the navigation menu to Resource University and click the plus icon.



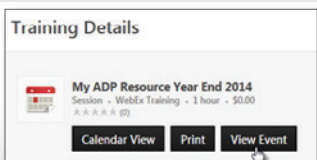
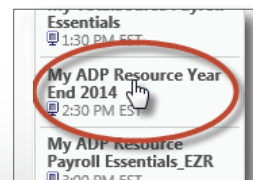
Click on "Overview", then from the main screen, locate the iLearn@ADP login link.



On the iLearn home screen, click on "Upcoming Events"



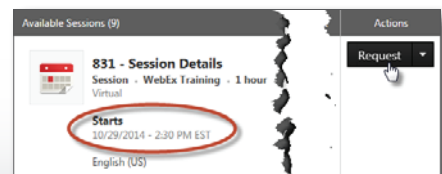
Scroll through the calendar and click on the "My ADP Resource Year End 2014" course title.



Click on "View Event"



Scroll to find the session date/time and click "Request"



You will receive a confirmation email with a link to join the training.

If you need further assistance with iLearn@ADP, please contact your ADP Resource Payroll Service Representative, HR Business Partner or email ADP Learning Support at learningsupport@adp.com.

HR. Payroll. Benefits.