

Self-Paced Training Modules

Updated: December 2017



A more human resource.™

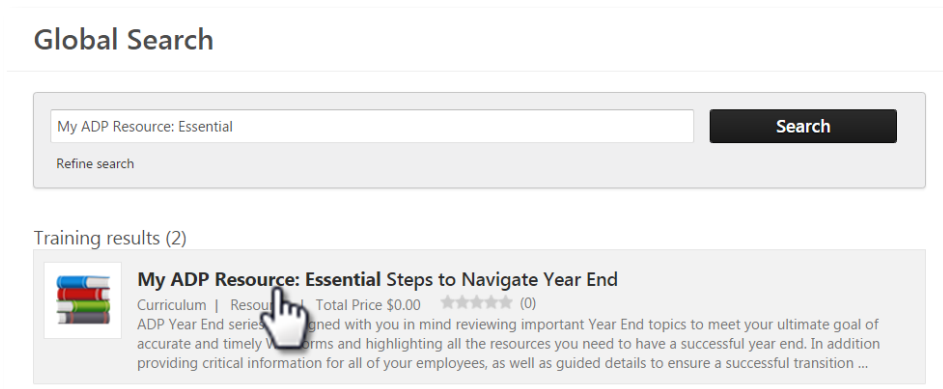
Step 1: Click on the iLearn logo (graduation cap) in the top right hand corner of your MyResource page.



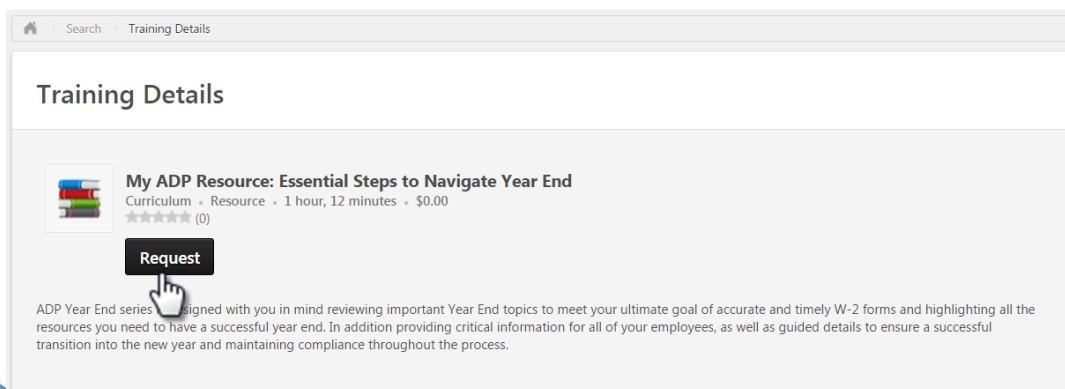
Step 2: Once logged in, type the course title or keyword and click the magnifying glass icon. If the item appears in the drop-down, you can also select that instead.



Step 3: If you did not select the course in the drop-down option(s) while searching, once you select the magnifying glass all the training results will appear on the next page. Select the option that best suits your search criteria.



Step 4: Once the option opens, click on the *Request* button.



2017 SSN Verification FAQs

Updated: November 2017

Step 5: Once the request is open, click on *Open Curriculum*.


Transcript: Pam Pitts

Use the transcript to manage all active training.

Active ▾ By Date Added ▾ All Types ▾

Search for training

Search Results (5)

 **My ADP Resource: Essential Steps to Navigate Year End**
Due: No Due Date Status: In Progress

Open Curriculum ▾









Step 5: Inside the curriculum you can launch all of the modules available at a self-pace.

Pam Pitts Transcript: Pam Pitts My ADP Resource: Essential Steps to Navigate Year End

0% CURRICULUM PROGRESS

My ADP Resource: Essential Steps to Navigate Year End Options ▾

ADP Year End series is designed with you in mind reviewing important Year End topics to meet your ultimate goal of accurate and timely W-2 forms and highlighting all the resources you need to have a successful year end. In addition providing critical information for all of your employees, as well as guided details to ensure a successful transition into the new year and maintaining compliance throughout the process.

-  **Reducing Errors and Reporting Critical Employee/Employer Changes** Launch ▾
Status: Registered Due: No Due Date Training Hours: 9 min
In this module, you will learn about causes of amendment and exceptions, any cost that may be associated, and finally steps to request corrections when...
-  **Handling Special Compensations: Tips, Tricks, and How To's** Launch ▾
Status: Registered Due: No Due Date Training Hours: 11 min
This module concentrates on Special Compensation topics regarding what it means and impact to your business. Additional topics will cover the process...
-  **What You Need to Know About Group Term Life** Launch ▾
Status: Registered Due: No Due Date Training Hours: 7 min
Module details processes for Group Term Life (GTL) regarding, setup, Frequently asked questions, as well as additional resources available to establish...
-  **Practical Tips to Ensure Third Party Sick Pay is Accurate** Launch ▾
Status: Registered Due: No Due Date Training Hours: 7 min
Uncover practical tips and know your responsibility for when, how, and why you are required to report and submit Third Party Sick Payments.
-  **S-CORP: What You Should Know** Launch ▾
Status: Registered Due: No Due Date Training Hours: 3 min
Explore details of how ADP can assist with filings as well as what options are available for your business.
-  **Understanding W-2s and Reducing Errors** Launch ▾
Status: Registered Due: No Due Date Training Hours: 14 min
Review and discussion of what each box on the W-2 represents, how the information is calculated, as well as where the information is pulled to ensure...
-  **Tips & Preparation for the New Year** Launch ▾
Status: Registered Due: No Due Date Training Hours: 14 min
Highlights special considerations and changes your company may be facing in the upcoming new year. In addition special steps and preparation to ensure a...
-  **Year End: Important Statutory Changes** Launch ▾
Status: Registered Due: No Due Date Training Hours: 7 min
This module captures Important Regulations and Legislative changes, impact to your business, and how to ensure you remain in compliance.