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# Aim of this Book

The aim of this manual is to explain how MYOB software can be used to perform the payroll function. Stress is placed on the correct setup of your payroll parameters and in so doing ensures that the payroll operator can spot any irregularities in their payroll entries. It does not attempt to explain all of the rules relating to payroll. For example, I will not be stating which employees are entitled to holiday leave loading or provide a definition of “ordinary times earnings”. It is assumed that you, the user, will already know this or can glean it from other sources such as the ATO or your industry awards.

# Author’s Background

I started on my path towards my current life as an MYOB consultant by completing a teaching diploma and a Commerce Degree majoring in accounting at Melbourne University. Following this I spent twenty years teaching at the secondary level in Victorian High Schools. I loved that life but left it to go into business with my husband. We started up a retail computer business. I was the administrator and it was then that I was introduced to computerised accounting. That was an exciting time where I learnt to put my theoretical skills into practice. After four years of the hardest work experience of my life, I moved with our family to Queensland. Here I knew that I wanted to continue in accounting and decided to take on the new software, MYOB. I loved its simplicity. I have been at it now for over 20 years and am still loving helping people become competent with this software that can help them better manage their businesses.

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