

SynergySoft Rate Journals

Overview

This course is designed for Rates Officers and will provide the essential information and knowledge required to process Rate Journals for local government areas in all states.

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 Local Government Rating functions and concepts
- Knowledge of SynergySoft Rates and Property Systems
- Fundamental knowledge of computers

Learning Outcomes

1. Identify when a Rate Journal is required
2. Fundamentals of Open Items
 - Amount Due
 - Amount Offset
 - Due Dates
3. Journal Types
 - When each type should be used
4. Creating a Rate Journal batch
5. Modifying/deleting a Rate Journal batch
6. Printing a Rate Journal batch report and GL Impact
7. Approving a Rate Journal batch
 - When Delegation should be considered



8. Financial impact of a Rate Journal on an assessment and associated Open Items
9. Impact on Open Items when a Rate Journal is processed with incorrect data

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

- Rates and Property Essentials
- Seniors and Pensioners Rates Processing
- Rates Modelling
- End of Year functions
- Rates Billing
- WA Interim Rating