

Award in Payroll Fundamentals: Intake February 2022

Assessment Task: 2 Written assignments based on chosen questions	
Qualification: <i>Award in Payroll Fundamentals</i>	Tuition Centre: 21 Academy Licence Number: 2018-017
Level: Award MQF Level 5	Student Name:
Date:	ID Number: <same no. submitted in student profile>
Assignments Deadline: 24 June 2022	
<p>Task The purpose of this unit is to develop an understanding of 2 particular topics you will write about which form part of the Payroll fundamentals.</p> <p>Note This assessment provides students with an opportunity to put into practice the relevant provisions of the law, regulations and practices in relation to the topic they choose to write about forming part of the Payroll fundamentals.</p> <p>Note <i>You should plan to spend approximately 30 hours researching each assignment question, preparing for and writing the assignment for assessment. You are expected to select the most appropriate citation method which you feel most comfortable using http://www.citethisforme.com/</i></p> <p><i>Please refer to the relevant section in the Course Resource Centre to understand what is expected from you in the assignment. Pay particular notice to the content of the Assignment Rubric.</i></p>	
<p>Choose ONE question from the following TWO questions and answer in 1,700 words.</p> <p>Question 1: You work for a manufacturing company FIWI Ltd. An employee has recently been recruited and she started working for the company. After 4 weeks in employment, she informs the company she is pregnant. What protection does the law offer to this employee and what are her entitlements. Please outline what the law says and the various entitlements.</p> <p>Question 2: Management has asked you to prepare a report on the company's payroll processes' compatibility with data privacy legislation. Your report should include a 10-step checklist. For each step explain what must be carried out and for what reason. For the purpose of this exercise, assume that payroll services are being delivered by an external third party who uses an online payroll software provided by another company.</p> <p>Choose ONE questions from the following TWO questions and include a report of 500 words besides the payslips being asked for:</p> <p>Question 3: Sosito Company Limited has the following employees:</p> <ol style="list-style-type: none"> 1. James Cranberry Sales Assistant / €30,000 per year (2022) + Commission / Employed in 2020 / 29 Years Old. (FT Single tax) 2. Jessica Orange Sales Executive / €40,000 per year (2022) + Commission + Maximum Car Cash Allowance / Employed in 2021 / 35 years old (FT Parent Tax) 	

3. Raphael Apple
Accounts / €32,000 per year (2022) + Maximum Car Cash Allowance / Employed on 1st February 2022 / 42 years old (FT Parent Tax)
4. Christine Pear
Secretary / €12,000 per year (2022) / Employed in 1996 / 66 years old (PT 20 hours Single Tax)
5. Oliver Blueberry
Director / €60,000 per year (2022) / Employed in 2019 / 54 years old (FT Married Tax)

Prepare Payslips for January to June 2022

Explain how you went about your assignment and what did you find most challenging.

Question 4:

Look into the wage regulation order regarding Wholesale and Retail Trades and explain in brief the most important parts that you would look into while preparing payroll for a company that uses this WRO.

Following that create payslips from January to March for the following:

1. John Green
€1000 per month in 2022
Took 5 days of sick in January / 3 days of leave in February / 3 days of Sick & 4 days of Leave in March
2. Petra Brown
€1560 per month in 2022
Took 15 days of sick in February / 2 days of leave in March
3. Elisa Pink
€10.50 an hour in 2022
Worked 89 hours in January / 98 hours in February and 103 hours in March. Her leave and Government bonus are paid pro rata every month.
4. Justin Blue
€12.00 an hour in 2022
Works 20 hours per week / Took 40 hours of leave in February

Pass Mark - 50%	
By submitting I confirm that this assessment is my own work	
Mark:	Signature: <main assessor>
Date	Signature: <quality assurance>