

# ONESOURCE Corporate Tax - Introduction (OCT-INTRO)

Classroom/Live Remote Workshop  
Version 1.0



---

## Course Description

This course provides a solid grounding in the features and use of OCT, providing participants with hands-on experience of building a Tax Computation and Return. It explains all the essential tools and features that are applicable to any Computation, including the use of sub-categorised Income and Expenditure Analysis, and Links to a variety of detailed Schedules. The course also provides an explanation of essential admin/housekeeping concepts. Learning is via a mixture of discussion, demonstration and plenty of hands-on for all participants, including an 'objective driven' Case Study to complete (including when delivered remotely).

## Objectives

**Upon successful completion of this course, attendees will be able to:**

- Navigate the OCT interface, use Function keys, perform data entry and Schedule configuration, perform essential file handling/administration tasks;
- Create a new Company and add standard income/expenditure data
- Add a range of Analysis Schedules, including for Expenses, Provisions, Leasing, Fixed Assets etc.; Add a range of Linked Schedules, including for Property
- Make use of Notes, Queries and Reminders; Rolling Forward to Next Year
- Generate the Computation and CT600 Return
- Create and review an Audit trail
- Create a Group, assign companies to it and manage the Group Relief matrix to allocate

## Workshop Advance Preparation Specifications:

**Advance Preparation:** N/A

**Required eLearning Modules:** N/A

**Estimated to Complete:** N/A

**Module Names and Sequence:** N/A

## Agenda

### Corporation Tax Computation

- Setting up a New Company
- Income and Expenditure Details
- Admin expenses; Disallowable Expenditure
- Provisions; Leasing Costs; Loan Relationships
- Property Business Income/Expense
- Additions and Disposals of Fixed Assets
- Capital Allowances
- Chargeable Gains; Losses
- Generating the computation/CT600

### Group Module

#### Investment Companies

#### IXBRL

### Administration

- Saving your work

- Rolling the record forward to next year
- Navigation and Functions Keys
- File Information/Auto update

### Additional Topics

- Annual Investment Allowance
- Combined Analysis Schedule
- Re-numbering Schedules
- Calculating Next Year's Payment on Account
- Creating a Taxpack in Excel
- Varying Scenarios
- Creating an Audit Trail
- Claims and Electrons Reporting
- Computation Reconciliation

### Recent Release Updates

- Application features

# ONESOURCE Corporate Tax - Introduction (OCT-INTRO)

Classroom/Live Remote Workshop  
Version 1.0

---



THOMSON REUTERS

**Course Details:** This course will be presented as a Classroom or Remote based Workshop.

**Field of Study:** N/A

**Program Level:** Beginner

**Recommended CPE Credit:** N/A

**Curriculum Length:** N/A

**Class Length:** 7 hours

## **Workshop Specifications:**

**Advance Preparation:** No

**Prerequisites:** No knowledge of OCT is required, although some experience will be beneficial. At least a basic understanding of technical Tax concepts and terminology is expected.

**Required eLearning Modules:** None

**Max Participants:** 10

**Delivery Method:** Classroom Workshop; Remote Workshop; Dedicated Classroom Workshop; Dedicated Remote Workshop

**Requirements:** This course will be conducted in a hands-on format with the following requirements.

- Delivery at Thomson Reuters Training Centre: N/A
- Dedicated delivery at client site: PC/laptop with Internet connectivity for each attendee
- Remote delivery: PC/laptop with Internet connectivity and access to WebEx for each attendee; Internet connectivity for trainer