

## ONESOURCE Training

ONESOURCE Corporate Tax – An Introduction (OCT-Intr)			
<b>Level</b>	Beginner		
<b>Audience</b>	Everyone who works with ONESOURCE Corporate Tax (OCT)		
<b>Duration</b>	1 day (scheduled in London and Warrington; also available on-site)		
<b>Pre-Requisites</b>	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.		
<b>Overview</b>	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.		
<b>Learning Progression</b>	This course should be completed by all people who use OCT. It leads to (and is a pre-requisite of) the <b>Advanced User</b> course which covers more detailed and specific features; and to courses such as <b>Tax Accounting</b> and <b>Partnerships</b> .		
<b>Objectives</b>	On completing the course, participants will be able to demonstrate how to <ul style="list-style-type: none"> <li>• Navigate the OCT interface, use Function keys, perform data entry and Schedule configuration, perform essential file handling/administration tasks;</li> <li>• Create a new Company and add standard income/expenditure data</li> <li>• Add a range of Analysis Schedules, including for Expenses, Provisions, Leasing, Fixed Assets etc.; Add a range of Linked Schedules, including for Property</li> <li>• Make use of Notes, Queries and Reminders; Rolling Forward to Next Year</li> <li>• Generate the Computation and CT600 Return</li> <li>• Create and review an Audit trail</li> <li>• Create a Group, assign companies to it and manage the Group Relief matrix to allocate</li> </ul>		
<b>Topics</b>	<table border="0"> <tr> <td style="vertical-align: top;"> <p><b>Corporation Tax Computation</b></p> <ul style="list-style-type: none"> <li>• Setting up a New Company</li> <li>• Income and Expenditure Details</li> <li>• Admin expenses; Disallowable Expenditure</li> <li>• Provisions; Leasing Costs; Loan Relationships</li> <li>• Property Business Income/Expense</li> <li>• Additions and Disposals of Fixed Assets</li> <li>• Capital Allowances</li> <li>• Chargeable Gains; Losses</li> <li>• Generating the Computation/CT600</li> </ul> <p><b>Group Module</b> <b>Investment Companies</b> <b>iXBRL</b></p> </td> <td style="vertical-align: top;"> <p><b>Administration</b></p> <ul style="list-style-type: none"> <li>• Saving your Work</li> <li>• Rolling the record forward to next year</li> <li>• Navigation and Function Keys</li> <li>• File information/Auto update</li> </ul> <p><b>Additional Topics</b></p> <ul style="list-style-type: none"> <li>• Annual Investment Allowance</li> <li>• Combined Analysis Schedule</li> <li>• Re-numbering Schedules</li> <li>• Calculating Next Year's Payments on Account</li> <li>• Creating a Taxpack in Excel</li> <li>• Varying Scenarios</li> <li>• Creating an Audit Trail</li> <li>• Claims and Elections Reporting</li> <li>• Computation Reconciliation</li> </ul> <p><b>Recent Release Updates</b></p> <ul style="list-style-type: none"> <li>• Application features</li> </ul> </td> </tr> </table>	<p><b>Corporation Tax Computation</b></p> <ul style="list-style-type: none"> <li>• Setting up a New Company</li> <li>• Income and Expenditure Details</li> <li>• Admin expenses; Disallowable Expenditure</li> <li>• Provisions; Leasing Costs; Loan Relationships</li> <li>• Property Business Income/Expense</li> <li>• Additions and Disposals of Fixed Assets</li> <li>• Capital Allowances</li> <li>• Chargeable Gains; Losses</li> <li>• Generating the Computation/CT600</li> </ul> <p><b>Group Module</b> <b>Investment Companies</b> <b>iXBRL</b></p>	<p><b>Administration</b></p> <ul style="list-style-type: none"> <li>• Saving your Work</li> <li>• Rolling the record forward to next year</li> <li>• Navigation and Function Keys</li> <li>• File information/Auto update</li> </ul> <p><b>Additional Topics</b></p> <ul style="list-style-type: none"> <li>• Annual Investment Allowance</li> <li>• Combined Analysis Schedule</li> <li>• Re-numbering Schedules</li> <li>• Calculating Next Year's Payments on Account</li> <li>• Creating a Taxpack in Excel</li> <li>• Varying Scenarios</li> <li>• Creating an Audit Trail</li> <li>• Claims and Elections Reporting</li> <li>• Computation Reconciliation</li> </ul> <p><b>Recent Release Updates</b></p> <ul style="list-style-type: none"> <li>• Application features</li> </ul>
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For further information, pricing, the latest schedule or to book a course (scheduled or at your site) contact us at [onesourceuktraining@thomsonreuters.com](mailto:onesourceuktraining@thomsonreuters.com)

Details are also available at [tax.thomsonreuters.co.uk/training/onesource](http://tax.thomsonreuters.co.uk/training/onesource)

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