



# W2 Processing Agenda

2021 Tax Year

**Webinar Release:** November 24, 2021

**W2 Live Q & A:** December 15, 2021

- Box 12 & Box 14 Setup
- Third-Party Sick Pay Setup
- Employee Year to Date Adjustments
- W2 Email Setup
- Reviewing W2's
- Printing W2's
- Correcting W2's
- Producing First Payroll for 2022