Checkpoint – ITAA Commentary Research Made Easy
Course Outline

Objective

The purpose of the training session is to:

- Demonstrate how to efficiently search and browse the Income Tax Commentary products and any related legislation
- Outline how features like Quick links and Folders can be used in conjunction with the Commentary products
- Provide guidance on how to stay up to date in regards to any changes to the commentary
- Outline support and help available

Learning Outcomes

At the end of this session the participant will be able to:

- Browse and search divisions in the commentary
- Use the Commentary search template to search for citations, or run a headings search
- Bookmark divisions or sections in the commentary and save important documents into folders
- Navigate between the legislation and related commentary
- Set up alerts to be notified of updates
- Recognise when recent news impacts the commentary
- Access further support and help

Audience

Recommended for users familiar with the basics of Checkpoint, who subscribe to the Income Tax 1936/97 Commentary products.

Session Duration

30 minutes (0.5 CPD points). CPD certificates are available upon request from your Training Specialist

Session Delivery

The training session will be delivered online via Microsoft Teams, which allows the participant to view the trainer's computer screen.

Training Specialist

Allison Patrick is a Training Specialist for TR's Australian and New Zealand Tax and Accounting customers and is focussed on ensuring they get the most out of their Checkpoint subscription.