



e-News

Monday, 18th December 2023

Newsletter No 124

The 15-Minute Business Year-End Review



Hello there! As we count down to Christmas Day (only 7 sleeps to go!) and the end of 2023, I thought it would be good to revisit one of my blogs that looks at reviewing your business' health across the past 12 months. This blog is ["The 15-Minute Business Year-End Review"](#). Yes, that's right, it only takes 15 minutes to do! It's

worth doing and is a simple exercise that can give you some important insights and assist with planning for 2024. Give it a go!

Our Shutdown Dates - For Your Diary

This year, our little business will be *closing on the **22nd December 2023 and will reopen on the 2nd January 2024.***

Lastly, I'd like to wish you and your family a very happy Christmas Day and a very successful 2024. Stay happy, healthy and safe!

Please note, that this will be the last newsletter for a little while. I will take a little break from writing but will be sending you newsletter #125 on Monday 15th January 2024. Bye for now!

In Other Bookkeeping_BAS News...

Your Online Services - you will Control who has Access from 13 Nov: If you engage a new agent, change to a new agent, or need to make changes to what your agent is authorised to do for you, you will need to go through the Agent nomination process. [Read more here for further details.](#)

New Rules for Fixed Term Contracts: From 6th December 2023 new rules apply to the use of fixed-term contracts. Learn more [at this Fair Work page.](#)

Next BAS due date: The next quarterly BAS for **October to December 2023**, is due by **28th February 2024**. This applies regardless of the way you or your agent lodge BAS.

ATO Scam Alert: The ATO is aware of an impersonation email in circulation. This email references ATO security updates and asks recipients to update their multifactor authentication (MFA) by scanning a QR code. This code links to a **fake** myGov sign-in page and is designed to steal myGov sign-in details.

If you or your staff receive this email, do not scan the QR code, click on any links, open any attachments, or download any files. Forward the email to reportscams@ato.gov.au, and then delete it.

The ATO will never send you an email with a QR code or a link to log in to their online services. Visit www.ato.gov.au/scamalerts to find out more.

Issue impacting pay as you go instalment variations

The ATO has advised there may be an issue impacting pay as you go (PAYG) installment variations.

If you have lodged a variation on your activity statement **since 25 August 2023**, please check your activity statement prior to your next lodgment. You may need to complete a new variation on the impacted activity statement.

PayDay Super is Coming: From 1 July 2026, employers will be required to pay their employees' super at the same time as their salary and wages. This will be known

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Latest Articles



Managing MyGovID when Devices are Upgraded or Added

Learn how to set up MyGovID on a new device or if you want to set it up on multiple devices.



Upcoming Changes to Workplace Laws

Fair Work frequently updates payroll rules, and the current situation is no exception. Numerous aspects of payroll have recently changed or will soon change. For more information, please read our blog.



10 Ways Bookkeepers Can Use ChatGPT

AI is here and ChatGPT is here. Read more here about how bookkeepers can use ChatGPT to help run their businesses.



Xero Tips & Tricks

Here is my list of useful tips and tricks that I use when wrangling Xero. I'll try to keep adding new tips etc as I discover them. I hope you find them useful.

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