September 2014 Update

Third HR Boot Camp a Big Success!
More than 100 HR Reps attended HR Hiring Boot Camp on August 6, 2014. Held at the Goizueta Business School, HR Reps learned about important hiring processes and projects carried out by different University departments. They also learned how to be more effective in processing faculty, staff and student hires. Training sessions were offered by Recruiting, Payroll, International Students and Scholars Services, Data Services, The Emory Clinic HR and SOM Staff Development. School/ division specific training was provided to Laney Graduate School and the School of Medicine reps. This was the third Boot Camp and the best attended yet. If you missed it, look for another HR Boot Camp next year.

Make Sure Your Personal Information is Up-to-Date
The HR department will soon be mailing important information about annual benefits enrollment, so now is a good time to go into Self-Service/PeopleSoft and look over your personal information. Using Self-Service, you can update your mailing address, emergency contacts, phone numbers, marital status, and more.

Guidelines for faculty, staff, physicians and students traveling to West Africa
Protocol has been established for all Emory faculty, staff and students who have recently traveled to or are planning to travel to Sierra Leone, Guinea, Liberia or Nigeria.

New Emory Mobile App Now Available
Emory University's mobile app, Emory Mobile, has been updated for iPhone and Android devices to offer an improved interface and new features for visitors and the Emory community. An OPUS module has been added to the app by Enrollment Services so students and faculty can use Emory Mobile to log in to the Emory OPUS system. A new HR module, which Human Resources expects to be operational later in the Fall, will allow staff and faculty to log into the Emory Human Resources system to view paycheck information.

New Finance Matters Workshops for Fall 2014
The Emory WorkLife Resource Center’s workshop series, Finance Matters, is specifically designed to educate Emory employees on topics related to personal finances by fostering an understanding of money management principles. Four workshops will be offered Sept 5 through October 10. Learn more and register.

Upcoming Workshop Series for Caregivers
The Emory WorkLife Resource Center is sponsoring a workshop series for caregivers again this year. Different workshops take place through November and are designed to help employees and their families manage some of the most common and complex issues pertaining to caring for an aging or sick adult.

New AA Meeting at Glenn Memorial Church
A new Alcoholics Anonymous (AA) Meeting will be held at Glenn Memorial Church School Building, 1660 N. Decatur Rd, Room 420, on Thursdays at 8:00 pm. It’s just a 5-minute walk from Emory Hospital or you can park for free in the Fishburne Deck after 6:00 pm.