

2009 Salary Planning Training

Training on the Salary Planning Process and HRIS Salary Planning Panels will be available in two different session types: Demonstration and Computer Lab. Both training sessions will cover Salary Planning for Faculty, Staff and Medical Faculty. Registrants must have attended the HRIS Look-up class and have a HRIS User ID.

- The **Salary Planning Demo** is PowerPoint presentation explaining the Salary Planning process. The presentation also includes a demonstration of the HRIS Salary Planning panels that users will use to complete the Salary Planning process.

- The **Computer Lab** training will begin with the Salary Planning Demo (details above) and the second half will be a hands-on training, allowing users to practice using the HRIS Salary Planning panels in a training database.

Registration for Training

Registration is required. Please register in Self-Service, Learning and Development at <http://nuhr.northwestern.edu>

Questions may be directed to Eva de Souza, 7-1451, e-desouza@northwestern.edu

Training Dates

Campus	Date	Time	Room	Format	Class Code
Evanston	March 9	10:00 -11:00	Hardin Hall	Demo	HRS009
Chicago	March 12	10:00 -12:00	Tarry 1-731	Lab	HRS010
Chicago	April 7	9:00 -10:00	Searle	Demo	HRS009
Evanston	April 9	2:00 - 4:00	G-593	Lab	HRS010
Chicago	May 12	2:00 - 3:00	Lurie Baldwin	Demo	HRS009
Chicago	May 22	10:00 – 11:00	Lurie Gray	Demo	HRS009
Chicago	May 27	1:30 - 2:30	Tarry 1-731	Demo	HRS009
Evanston	May 29	2:00 - 4:00	G-593	Lab	HRS010
Chicago	June 1	2:30 - 4:30	Tarry 1-731	Lab	HRS010
Evanston	June 3	2:00 - 3:00	Hardin Hall	Demo	HRS009
Chicago	June 16	4:00 – 5:00	Searle	Demo	HRS009
Evanston	June 18	10:00 -12:00	G-593	Lab	HRS010