

NEW EMPLOYEE ORIENTATION / BENEFITS OVERVIEW

2011 Schedule

What would you like to attend?

UCSF Benefits Overview - UC group health and welfare plans, UC retirement and savings plans.
Offered twice a month: 1st or 2nd Wednesdays from 9 to 11 am
3rd or 4th Wednesdays from 10:30 to 12:30 pm

New Employee Orientation - overview of UCSF, its mission, core values, history, organization, work resources, & support services. Offered once a month on 3rd or 4th Wednesday from 8:30 - 10:15

Registration is required for both:

Enroll online at the UC Learning Center.

- ✓ Allow **36-48 hours** after getting Employee. I.D. before logging in, so the UC Learning Center knows you now work at UCSF.
- ✓ Go to <http://learningcenter.ucsf.edu>
 1. Login with your new UCSF Employee I.D. (Get it from your HR representative)
 2. On **Welcome (Home)** page, type in **UCSF Benefits** (for the Benefits Overview) or **New Employee** (for the New Employee Orientation) in the **Search box** (upper left), then click **GO**
 4. Click on the course and then click **Register** button to see upcoming sessions
 6. Click **check box** of the session scheduled on the date you want to attend
 7. Click **Submit** button (above, left) to complete your registration

Tip: At any time click the "Learner" box at the top center of the screen to return to main screen. Still having registration problems? Call 415-476-4032.

New Employee Orientation is intended for all newly hired benefited Campus Career Staff. Not appropriate for Faculty / Academics, Medical Center Staff, Students, Residents or Post Docs. Please note that Faculty / Academics are welcome to attend the Benefits sessions.

All Benefits sessions & New Employee Orientations are held in the Regents Room S-1 at Laurel Heights, 3333 California Street.

2011 Schedule

Date	Time	Session
May 18, 2011	8:30 - 10:15 10:30 - 12:30	New Employee Orientation Benefits Overview
June 8, 2011	9:00 - 11:00	Benefits Overview
June 22, 2011	8:30 - 10:15 10:30 - 12:30	New Employee Orientation Benefits Overview
July 13, 2011	9:00 - 11:00	Benefits Overview
July 27, 2011	8:30 - 10:15 10:30 - 12:30	New Employee Orientation Benefits Overview
August 10, 2011	9:00 - 11:00	Benefits Overview
August 24, 2011	8:30 - 10:15 10:30 - 12:30	New Employee Orientation Benefits Overview
September 7, 2011	9:00 - 11:00	Benefits Overview
September 21, 2011	8:30 - 10:15 10:30 - 12:30	New Employee Orientation Benefits Overview
October 5, 2011	9:00 - 11:00	Benefits Overview
October 19, 2011	8:30 - 10:15 10:30 - 12:30	New Employee Orientation Benefits Overview
November 2, 2011	9:00 - 11:00	Benefits Overview
November 16, 2011	8:30 - 10:15 10:30 - 12:30	New Employee Orientation Benefits Overview
December	TBD	