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Welcome to HRconnection!

What is HRconnection? It's your 24-hour Human Resources center! This portal is devoted to providing you and your employees with up-to-date information about your company and insurance benefits. It's here when you need it, any time of day or night.

Employee Communications

Your HRconnection site will be customized by YOU to fit your company's unique needs. Easily accessible "Quick Reference Guides" will help acquaint you with the portal's basic features and provide step-by-step instructions. With HRconnection's intuitive and user-friendly interface, you'll be communicating with and empowering your employees in no time! Stock campaigns are available to help save your HR department hours of frustration searching for the right tools.

Vacation Quick View

Vacation admin tools include:

- Requests
- Tracking
- Out of Office Reports
- ...and more!

Job Postings

Just *one* of the many categories you may choose to put on your portal homepage!

What kind of information can I access?

Company Info contains:

- Company Profile
- Holidays and Events
- Company Contacts
- Employee Directory
- Bulletin Board

My Information allows employees to enter:

- Personal information
- Family and Contact info
- Time off
- Life Events
- Benefits Elections

Human Resources houses:

- The Company Handbook
- Forms
- Recommended Links
- Job Postings
- Policies and Procedures
- Training information

Benefits gives employees:

- Plan information
- Additional Benefits
- HealthShop (Health & Wellness info)
- FAQs

The Admin tab (available only to HR administrators. The sensitive information within may not be viewed by employees without admin rights.) This tab allows admins to access and make changes to:

- Employee information
- Benefits Plans
- Life Events
- Vacation Tracking
- Portal Content and Setup
- Reports and Imports
- Broker Contacts
- Admin Help

All of your employee and benefits information in one place...it's like having a team of HR professionals at your fingertips 24/7!

Recommended Links

A place to hold frequently accessed links, like:

www.uespros.com

www.dmssafety.com

www.hsinsurance.net

Frequently Used Files

Do you have a collection of documents, forms, and other files that you're always using? Link to them here.



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