QSS Customer Education

Welcome to the Human Resources Seminar

The **Human Resources** seminar, offered by the QSSUG Finance/Personnel Committee, will present a demonstration of the QSS/OASIS Human Resources software.

When is it?

Wednesday, **January 29, 2014**, from **9:00 am** to **4:00 pm** (Pacific).

Who might be interested?

HR/Payroll administrators and staff; Business Services administrators; Technical Support staff; other staff interested in learning more about QSS/OASIS Human Resources.

Why attend?

The **Human Resources** seminar covers:

- Maintaining HR master files using HR Code Maintenance and HR Code Maintenance #2
- Using QCC Employee Maintenance, including configuration options, simple and advanced search functions and data maintenance
- Tracking new race and ethnic data elements
- Managing SEID values
- Accessing additional employee ID numbers
- An introduction to HR Report/Job Selector, Personnel Downloader and HR Query

What does it cost to attend?

$25 for each participant attending the seminar employed by organizations that are current QSS Users Group Finance/Personnel Committee members, or **$250** for non-members.

How do I register?

- Complete the registration form included with this flyer and return it to *QSS* no later than Wednesday, January 15, 2014.
- Include with the registration form a check for the appropriate amount for each participant attending the seminar.

Where's the seminar?

Merced County Office of Education
632 West 13th Street
Merced, CA 95341
Contact: **Ubence Quevedo -- (209) 381-5950**