

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?

Tuesday, **January 27, 2015**, 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, advanced navigation/usability features, and data maintenance
- Using Employee Lists
- Managing SEID values and additional employee ID numbers
- Employee Data Import functions
- 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 Tuesday, January 13, 2015**.
- Include with the registration form a check made payable to **QSS** for the appropriate amount for each participant attending the seminar. Please reference the name and date of the seminar on your check.

Where's the seminar?

Stanislaus County Office of Education
Martin G. Petersen Event Center
720 12th Street
Modesto, CA 95354
Contact: **Brandon Schut -- (209) 238-1447**