Office of Contracts & Grants Onboarding

Getting Started

Module 1 | Human Resources

Module 2 | OCG Onboarding

Module 3 | Team Specific Training

Tasks

- Welcome to the University of Colorado Boulder
- HR Quick Start Program
- I-9 Form - Section 2
- **Portal Tasks: My Info & Pay**

  Portal Tasks: Personal Information

  Portal Tasks: Pay

  Portal Tasks: Leave & Time Tracking
- Enroll/Waive Benefits
- Mandatory SkillSoft Trainings
- Diversity, Equity & Inclusion
- HR New Employee Welcome Experience (OPTIONAL)

Module 1 | Human Resources

In the Human Resources module, new hires will complete tasks required by CU Boulder's Human Resources department. Answer the Quick Check below, then proceed by completing each task in the drop down list by clicking on the links and following the instructions within the assignment.

Quick Check

Did you complete the following tasks for HR already?

- Get your BuffOne Card & EcoPass
- Complete Section #1 of Form I-9

○ Yes!

○ No, I ran into an issue with one of these.

Check Answer

Tasks