ELEVATE

HCM Training. Starting Summer 2015.

1) HCM Overview
Course description: Find out what's new with the upgrade of HRMS to Human Capital Management (HCM).
Dates: July 7-21

2) Position Profiles
Course description: Learn about important changes to positions, job descriptions and position profiles.
Dates: July 22-Aug. 4

3) CU Careers
Course description: Understand the system workflow for recruitment processes in CU Careers and HCM.
Dates: Aug. 5-18

4) HCM Transactions
Course description: Find out how HCM transactions work for promotions, terminations, funding changes and other important processes.
Dates: Aug. 19-Sept. 1

5) Paying People
Course description: Discover streamlined processes for paying employees.
Dates: Sept. 3-16

6) HCM Review and Reports
Course description: Review the HCM system and learn more about reports, pulling data and forms.
Dates: Sept. 17-30

7) Structured Labs
Course description: Using real-life scenarios and workflows, experience different aspects of HCM in these hands-on labs.
Dates: Oct. 1-29

8) Open Labs
Course description: Bring a real-life issue to resolve with HCM subject matter experts.
Dates: Nov. 3-Dec. 3

Full class schedule at www.cu.edu/elevate/hcm-training   **Reserve your spot today!**
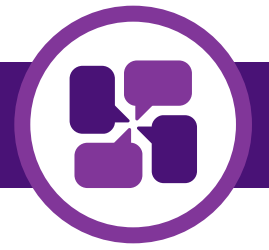
University of Colorado
Boulder | Colorado Springs | Denver | Anschutz Medical Campus

EMPLOYEE SERVICES

Questions?
Email: system.training@cu.edu

Collaborative HR Services

Class	Times	CU-Boulder	CU Denver	CU Anschutz	UCCS	CU System
HCM Overview	9:30-11:30 a.m. 1-3 p.m.	July 7 July 21	July 8	July 15	July 13	July 9
Position Profiles	9:30-11:30 a.m. 1-3 p.m.	July 28 Aug. 4	July 22	July 29	July 27	July 23
CU Careers	9:30-11:30 a.m. 1-3 p.m.	Aug. 11 Aug. 18	Aug. 5	Aug. 12	Aug. 10	Aug. 6
HCM Transactions	9:30-11:30 a.m. 1-3 p.m.	Aug. 25 Sept. 1	Aug. 26	Aug. 19	Aug. 24	Aug. 20
Paying People	9:30-11:30 a.m. 1-3 p.m.	Sept. 8 Sept. 15	Sept. 16	Sept. 9	Sept. 14	Sept. 3
HCM Review and Reports	9:30-11:30 a.m. 1-3 p.m.	Sept. 22	Sept. 23	Sept. 30	Sept. 28	Sept. 17
Structured Labs	9:30-11:30 a.m. 1-3 p.m.	Oct. 6 Oct. 20 Oct. 27	Oct. 23	Oct. 9	Oct. 12 Oct. 26	Oct. 1 Oct. 15 Oct. 29
Open Labs	9:30-11:30 a.m. 1-3 p.m.	Nov. 3 Nov. 17	Nov. 13	Nov. 6	Nov. 9 Nov. 23	Nov. 12 Nov. 19 Dec. 3

CU-Boulder
Training: Rec Center - Ice Overlook Large Meeting Room, C250
Labs: MSSC W179 Lab

CU Denver
Training: CU Building, 1250 14th St., Suite 150
Labs: Business School, Room 2501

CU Anschutz
Training: Fulginiti Pavilion, 13080 E. 19th Avenue, Gossard Forum
Labs: ED 2 North, P28-CTL-2201AB Computer Lab

UCCS
Training: University Center, Room 302 (Theater)
Labs: EPC 239 Lab

CU System
Training: 1800 Grant St., 5th floor
Labs: 2nd floor TR