FLSA Manager/Supervisor Webinar Info Sheet

UC Leadership,

In a continued effort to provide our community with transparency and learning opportunities, we are pleased to announce the rollout of our UCHR Fair Labor Standards Act (FLSA) Manager Refresher Webinar. This 30-minute webinar is designed specifically for university managers and supervisors to provide key tools and valuable knowledge to provide support to our most valuable resource, our employees.

This webinar will help UC managers and supervisors address specific concerns that employees who have transitioned to professional non-exempt hourly status have raised since the new FLSA rules were put into effect at UC on October 1, 2016.

### FLSA MGR Refresher Webinar: Dates, Times, Links, Password

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Session Number</th>
<th>Password</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuesday August 15, 2017</td>
<td>2:00 – 2:30</td>
<td>316 219 399</td>
<td>UCFLSAwebinars</td>
</tr>
<tr>
<td>Tuesday August 29, 2017</td>
<td>2:00 – 2:30</td>
<td>313 897 508</td>
<td>UCFLSAwebinars</td>
</tr>
</tbody>
</table>

To login, visit: [https://ucincinnati.webex.com](https://ucincinnati.webex.com) and then enter the session number and password listed below.

*Add the date you wish to attend to your calendar. You do not need to register.*

**Follow-Up:**
If you are unable to attend one of the live webinar sessions, we will be providing a recorded webinar and presentation slides after the final session on 8/29/17 via UC’s FLSA portal: [http://www.uc.edu/hr/compensation-department/flsa.html](http://www.uc.edu/hr/compensation-department/flsa.html)

*Login job aid on page 2.*

Thank you for your time and attention to this important matter,

UCHR Leadership Team
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How to Log-in:
Click on “Training Center”.

Enter the correct session number as shown on page 1 and then click Join Now.

Enter the password from page 1 and then click OK.

Trouble Logging In:
Reach out to Mike Williams (willime) via Skype for Business (Lync) for help.