

# Which part of orientation should I attend as the manager?

It depends on what information you are most interested in learning about. An outline of new employee orientation is listed below. Times can vary but typically items 1, 2, and 3 (below) are covered between 9:00am - 11:00am, while item 4 occurs between 11:00am - 12:00pm.

1. We will cover how App State fits into the UNC System, and App State's Leadership and organizational structure.
2. We explain the Human Resources Act, FLSA, and how employee types determine paid time off and payroll.
3. We cover foundational technology and give an overview of the 90-day onboarding course in AsULearn.
4. We take a brief tour of the Plemmons Student Union - ending on the second floor where employees can register for parking and get their AppCards.