This update email is being sent to HR Officers, HR/Payroll TIPs and Campus Working Group members, and OHR staff. OHR will send these daily updates as needed through the go-live and immediate post go-live periods. Please share with the ConnectCarolina HR/Payroll users in your school/division.

Upcoming Deadlines and Reminders:

- For Biweekly 08 (pay date Oct. 31), the final approval deadline has been moved to TOMORROW, Thursday, Oct. 23, at 5 p.m. This is due to Payroll continuing to refine their processes in ConnectCarolina. In addition, please be sure to take TIM deadlines into account, as well as the ConnectCarolina deadlines.
- Tomorrow, Thursday, Oct. 23, we will hold a second HR Rep meeting. This will be an informal session to answer your questions. Please mark your calendars to attend: 9:30-10:30 a.m. in Hamilton 100. Due to the Thursday meeting, we will not hold the HR/Payroll TIP meeting scheduled for Friday. If there are particular areas where you have questions, please email kathy_bryant@unc.edu by Tuesday at 5 p.m.

Important Reminders:

- Security update: Because we saw a high volume of additional training completions last week, we adjusted the list to include all completions as of Friday afternoon. The final list of those who had not completed the training requirements by that time has been sent to HR Officers and the lead TIP for the school/division. 
  If anyone who had not finished training completes the requirements via CBT prior to their access being removed, please email hr@unc.edu with the employee’s name, PID and school or division; we will do our best to maintain the user’s access. Please note that accesses will be removed for any role for which training requirements were not met (for example, if an employee has student originator and approver access, and does not complete the student originator CBTs, the student originator role will be removed but the approval access will remain). After you receive the list, if you determine that any of those individuals do need access going forward, please provide the supplemental HR access request form to your ARC so they can submit it through the InfoPorte access request tool.

Resources and Documentation: The ConnectCarolina training team is offering a series of mobile labs across campus for users: open-ended, drop-in sessions to ask ConnectCarolina experts anything. Find out more information about when and where the labs are being held.
**Technical questions** should be directed to the Business Systems Help Desk at 919-962-HELP, or submit a help ticket online at help.unc.edu (beginning Oct. 1, select ConnectCarolina > ConnectCarolina HR/Payroll > the appropriate area of concern). Your help ticket will be answered by a team dedicated to working on HR/Payroll questions and issues.

Functional, business process or other general questions – plus any tips you have to offer – can be added to the [ConnectCarolina user discussion forums](http://www.example.com).

*If you have questions or suggestions for content, email kathy_bryant@unc.edu.*