This update email is being sent to HR Officers, HR/Payroll ConnectCarolina liaisons and Campus Working Group members, and OHR staff. OHR will send these updates each week and as needed for the next several weeks. Please share with the ConnectCarolina HR/Payroll users in your school/division.

Upcoming Events:

- **ALOHA! Legacy system decommissioning:** HRIS and EPAWeb will be taken down for good on June 15.
- **Mark your calendars:** the next HR/Payroll user group meeting will be held Wednesday, June 24, from 9-10 a.m. in Toy Lounge, Dey Hall.

Top Issues/Updates:

- **REMINdErs! Short work break:** We have seen some departments transferring a student into a new job while the student is on short work break without performing the return from work break action. To take action on a student, you must return them from the work break and then make the change.
- **REMINdErs! Effective dates for retro lump sum actions:** Apparently in some -- even many -- situations, you no longer have to use a current effective date for retro lump sum actions, and the system will accept it with no problem. However, occasional bugs are still showing up with this, so if you do choose to use a different effective date, please be sure to check the prelim check register to ensure everything happened as planned. Because of the uncertainty, the project team is still strongly recommending that users continue to use an effective date in the pay period that the lump sum will be paid in.

**REMINdErs! State Health Plan and NCFlex benefit information is now available in ConnectCarolina self-service. Click on “Benefits Enrollment” under the Self Service tab to view your current benefits. You can also enroll for benefits, or make changes to your benefits after a qualifying life event.

- **DID YOU KNOW?** You can view multiple workflow statuses at the same time in View an ePAR. Simply change the Workflow Status filter default from ‘=’ to ‘in’, then use the Control key on your keyboard to make multiple selections from the Workflow Status dropdown.
Past digests are available on the HR Community website under News, and on the CCInfo website under Issues/Fixes.

**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 (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.

*If you have questions or suggestions for content, email [kathy_bryant@unc.edu](mailto:kathy_bryant@unc.edu).*