

Welcome

Welcome to the Hernando County School District!

In order to assist you in becoming acquainted with our district, the New Employee Orientation will cover various areas of which you need to be aware.

You are responsible for the information and resources presented. As you progress through the various components of this online, self-paced training program, please keep in mind that you will be asked to verify successful completion at the end of the program.

If you should have any questions or need assistance with any portion of this orientation, please contact the Human Resources Department at (352) 797-7005.

New Employee Orientation consists of two (2) parts:

- ▶ The online learning section and
- ▶ Completion of necessary paperwork with a Human Resources Representative

The online portion should take between 70-90 minutes. You are able to start and stop at any time. If you wish to schedule a face-to-face meeting, please call the Human Resources Department at (352) 797-7005.

This online training section provides information in two (2) formats:

- ▶ Typed text and
- ▶ Flash movies including text and audio.

The information presented in both forms will be the same or similar. Please use the method that best suits your needs. If you are attempting to listen to audio, please ensure that you have speakers turned on or headphones plugged into your computer.

The layout of the screen includes the following components:

- ▶ Navigation bar to the left
- ▶ "Next" link at the bottom of each page
- ▶ Flash Player controls

You are now ready to begin the New Employee Orientation online. Click the "Next" link at the bottom of this page to start.