


UN3234 1 of 2 7 <sup>th</sup> November 2022	Electronic Staff Record Programme  USER NOTICE	
<b>Title</b>	ESR Education Workstructures Webinars	
<b>Purpose</b>	To inform users of the ad-hoc Workstructures Webinars.	
<b>Intended Audience</b>	ESR Workforce / HR	

## SUBJECT

ESR Education Workstructures Webinars.

## DETAIL

Due to popular demand the ESR Education Team are pleased to offer additional dates for the ad-hoc Workstructures webinars.

These sessions will be delivered by the ESR Education Team to provide an overview of the Workstructures functionality and how it works within ESR.

The webinar will cover the following topics:

- Introduction and Access
- Organisations and Organisation Hierarchies
- Cost Codes
- Locations
  - Organisation
  - Training
  - Paypoint
- Positions
  - Coding
  - Bucket vs 1-1
  - Establishment Control
- Reporting

The duration of each session will be no longer than 60mins and there is no restriction on the number of delegates that can attend these events.


## SCHEDULE

The sessions are being held on the following dates and times:

DATE	TIME
Wednesday 16 <sup>th</sup> November	10:00am – 11:00am
Tuesday 29 <sup>th</sup> November	02:00pm – 03:00pm
Thursday 15 <sup>th</sup> December	10:00am – 11:00am
Thursday 26 <sup>th</sup> January	02:00pm – 03:00pm

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NOT PROTECTIVELY MARKED

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### **ACTION REQUIRED**

No registration details need to be provided for this event.

To join, click on the link below on your preferred date/time:

<https://ibm.webex.com/meet/esr.education>

You may also wish to copy the link into your diary as a reminder.

**NOTE:** If you experience any difficulties accessing the site please try using a browser other than Internet Explorer 11.

Details of these events will also be available on the [ESR Events Calendar](#) on the ESR Hub.

### **FURTHER INFORMATION**

If you have any questions, please email the ESR Education Team:

[ESR.IS-ESRCourseReg@nhs.net](mailto:ESR.IS-ESRCourseReg@nhs.net)

### **NEXT UPDATE**

N/A

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