


UN3343 1 of 2 29 <sup>th</sup> August 2023	Electronic Staff Record Programme  USER NOTICE	
<b>Title</b>	ESR Education Workstructures Webinar	
<b>Purpose</b>	To inform users of the ad-hoc Workstructures Webinar.	
<b>Intended Audience</b>	ESR Workforce / HR	

**SUBJECT**

ESR Education Workstructures Webinar.

**DETAIL**

Due to the popularity of previous sessions the ESR Education Team are pleased to offer a further ad-hoc Workstructures webinar.

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

**SCHEDULE**

The session is being held on the following date and time:

DATE	TIME
Thursday 14 <sup>th</sup> September	11:00am – 12:00am

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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