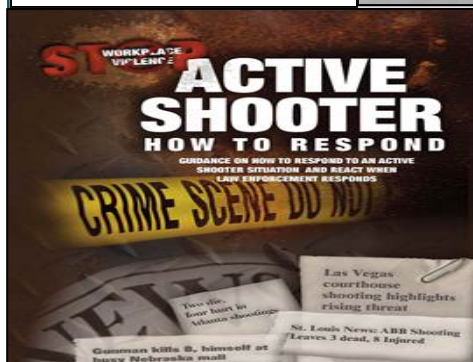


HR CONNECT

Coastal Carolina University • Office of Human Resources, MARCH 2013



**HREO staff
members
representing
TEAL TUESDAY.**



ACTIVE SHOOTER EMERGENCY RESPONSE

MANDATORY TRAINING

****must bring CCU ID***

This is mandatory training for ALL faculty and staff. If you did not attend one of the February sessions, please make plans to attend one of the sessions below.

Monday, March 4	1:00 PM	Johnson Auditorium (formerly Wall Auditorium)
Tuesday, March 5	7:00 AM	Johnson Auditorium (formerly Wall Auditorium)
Thursday, March 7	3:00 PM	Johnson Auditorium (formerly Wall Auditorium)

Welcome to Coastal Carolina University!

Curtis Baldus, Assistant Football Coach

William Davis, Building/Grounds Specialist, Facilities Management

Lesley Holody, Human Resources Specialist

Bo McNeil, Payroll Accounting Clerk

Kimmy Raymond, Training and Development Manager, HR

April Sager, University Concierge, Conference Services

Arnold Spain, Safety and Emergency Manager, EH&S

COASTAL CAROLINA UNIVERSITY'S
OFFICE OF EMPLOYEE SERVICES
PRESENTS THE INAUGURAL

CHANT CHALLENGE

A SERIES OF
PHYSICAL AND MENTAL
CHALLENGES
BETWEEN DEPARTMENTS

APRIL 10 TO
MAY 8, 2013

FINAL SURVIVOR CHALLENGE
ON EMPLOYEE APPRECIATION DAY
MAY 14, 2013

To register online, click link below:

http://www.coastal.edu/forms/getfile.html?fname=hreo/team_registration_form.pdf&type=pdf

or contact mwalbourn@coastal.edu or call 843-349-2795.

Deadline to register: April 1, 2013

KICKOFF CORNHOLE

April 10

Noon to 1 p.m. / Blanton Park

TEAL TENNIS PONG

April 11

Noon to 1 p.m. / CINO Deck

**KNOCK OUT
BASKETBALL**

April 16

Noon to 1 p.m. / Williams-Brice Gym

PICTURE THIS

April 18

Noon to 1 p.m. /
Foundation Center, D400

LADDER GOLF

April 23

1 to 2 p.m. /
Prince Lawn

PING PONG

April 25

1 to 2 p.m. /
Lib Jackson Student Center

BADMINTON

April 30

1 to 2 p.m. /
Dorm Volleyball Court

TRIVIA

May 2

1 to 2 p.m. /
Foundation Center, D400

DISC GOLF

May 8

1 to 2 p.m. / Disk Golf Field



EMPLOYEE SERVICES

MARCH 2013

Professional Development and Training

To register: go to the Training & Development tab on HREO workplace

March 13	Introduction to University Travel (2 sessions)
March 13	EPMS Evaluation Training
March 14	Using Your Procurement Card
March 18	Technology Shortcuts
March 19	iPhone Tips and Tricks
March 20	EPMS Evaluation
March 27	Records Management

Search TEAM Meeting March 4

Search CHAIR Meeting March 12

Sexual Harassment Training March 5, March 21



WE LOVE
**COASTAL
CAROLINA**

Bijuju[®]

At The Market Common

THURSDAY
March 7
6pm-8pm

• **40% OFF**
All Jewelry + Handbags

• Raffle Giveaways

• Hors D'oeuvres
& Light Refreshments



To register for the

Chant Challenge *(details on Page 2)*

contact Katie Walbourne at mwalbourn@coastal.edu

or 349-2795.

On Thursday, March 7th from 6 pm—8 pm, Bijuju at Market Common will offer CCU faculty and staff 40% off their entire purchase (*in store and online*)!

Door Prizes! Refreshments!


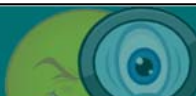

*The promo code for online shopping on March 7th is SB3713
Not valid on footwear or home goods*

Top 10 Ways to Get Help from IRS.gov

When you're looking for tax information, you want to find it as quickly and easily as possible. That's why the IRS redesigned its website. It's now even more user friendly. Here are the top 10 reasons to visit IRS.gov:

- 1. Get 24/7 Access.** Whether you do your taxes during the day or burn the midnight oil, IRS.gov has the tax forms and answers you need when you need them. It's accessible all day, every day. The Interactive Tax Assistant is a helpful tool that will answer many of your tax law questions. Several tax forms, publications and information are also available in Spanish.
- 2. Use Free File.** Anyone can prepare and e-file their taxes for free with IRS Free File. Offered exclusively at IRS.gov, Free File's brand name software or fillable forms do the work for you. If you made \$57,000 or less, you qualify to use free tax software. If your income is more than \$57,000 or you feel comfortable preparing your own tax return, use Free File Fillable Forms. This option provides the electronic versions of IRS paper forms.
- 3. Try IRS e-file.** Whether you do your own taxes or hire a preparer, IRS e-file is the safest, easiest and most popular way to file a complete and accurate tax return. Since 1990, taxpayers have e-filed more than one billion returns. If you owe taxes, e-file gives you options to file early and pay by the tax deadline. If you are due a refund, you should receive it in less than 21 days.
- 4. Check Your Refund Status.** You can track your refund using the enhanced "Where's My Refund?" tool. It's quick, easy and secure and has a new look this year. You can start checking on the status of your refund within 24 hours after the IRS has received your e-filed return. You can check your refund status four weeks after you mail a paper return. The tool includes a tracker that displays the progress of your return in three stages while it is processed. Once IRS approves your refund, "Where's My Refund?" will give a date to expect your refund.
- 5. Make Payments Electronically.** E-payment options are a convenient, safe and secure way to pay taxes. You can authorize an electronic funds withdrawal, use a credit or debit card or enroll in the U.S. Treasury's Electronic Federal Tax Payment System.
- 6. Use the EITC Assistant.** The Earned Income Tax Credit is a tax credit for working people who earned less than \$50,270 in 2012. The credit can be worth as much as \$5,891. Check your eligibility using the EITC Assistant tool. You may be among the millions of eligible workers who get the EITC this year.
- 7. Get Tax Forms and Publications.** You can view and download tax forms and publications any time. It's the easiest way to get IRS forms and publications.
- 8. Figure the Right Withholding.** The IRS Withholding Calculator will help to ensure you don't have too much or too little income tax withheld from your pay.
- 9. Request a Payment Agreement.** Paying all your taxes on time avoids penalties and interest. However, if you cannot pay your taxes in full you may be eligible to use the Online Payment Agreement Application to request an installment agreement.
- 10. Get the Latest Tax Law Changes.** Learn about tax law changes that may affect your tax return. Special sections of the website highlight changes that affect individual and business taxpayers.

The address of the official IRS website is www.irs.gov. Don't be misled by sites that claim to be the IRS but end in .com, .net, .org. Some thieves use phony websites to gain your personal and financial information. They then use this information to commit identity theft or steal your money.

	<p>RECOGNIZE SOMEONE TODAY</p> <p>I SPY </p>	 <p>Discounts offered by local merchants can be found on HREO/Workplace.</p>
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