

## **HR ONLINE**

HR can be a tricky subject for a small business. Get your business up to HR speed with HR Online. Log on and have access to an Online Employee Handbook, Pre-written HR Forms & Letters, Job Descriptions and required HR forms. In addition, we'll provide you with a Q&A database, news, articles and a glossary of HR terms. Best of all, the information comes without unnecessary fluff. It's focused, helpful, and to the point. Perfect for a busy small business owner.

## **SERVICE INCLUDES**

- Employee Handbook
- State & Federal Employment Laws
- HR Forms and Letters
- Job Descriptions

- HR Pro Question of the Month
- HR Business News Articles
- Glossary of HR Terms
- Questions & Answers Database

## HR ON-DEMAND

Wish you could "Ask an HR Pro" those tough workplace questions? When you upgrade to our HR On-Demand option, you can. You simply don't have the cost associated with hiring an HR manager. For less than what you might spend on coffee per month, you get a dedicated, On-Demand, HR Pro to answer you emails and calls. When posed with hiring, firing, FMLA, harassment, discrimination, and other workplace questions you'll be ready.

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