



Stanford Contingent Workforce Program Managed by Manpower

February 9 Newsletter



Manager Training on the InSite Tool

Please join us Wednesday, February 25 from 2:00 – 3:30 p.m. for “user” training on the InSite Contingent Staffing Tool. Learn and ask questions about registration, placing orders, approving timecards and pulling reports. The class will take place at the Y2E2 Building, 473 Via Ortega, Room 101. Light refreshments will be served. Please register for the class by emailing lcrane@manpowersj.com

Welcome!

The SCWP welcomes CLP, Insight Global, Total Success and Spherion as contingent staffing suppliers. By using the InSite tool to place your contingent staffing order, you have access to the best talent available from multiple suppliers. Or, if you prefer, you can indicate the supplier(s) of your choice.

Learn and earn HR credits!

What's New and What's Next in Employment Law – February 25, 2009

It's a new year and a new administration and lots of interesting things are happening in the world of employment law. Mark Toth, VP and Chief Legal Officer at Manpower will update you on all the latest developments and give you a glimpse of what may come next. Along the way, he'll provide plenty of tips and tools to help you stay out of legal hot water.

Get continuing education credits! Our Webinar Series has pre-approved status to issue continuing education credits through the Human Resource Certification Institute (HRCI), an affiliate of the Society for Human Resource Management (SHRM). This pre-approved status means that for Professional HR members, our webinars count toward recertification. To register, go to <http://webapps.manpower.com/mpnet/Webinar.nsf/Registration?OpenForm>.

FYI Forum

Would you like to learn more about SCWP? On Tuesday, February 17, we will participate in the Stanford FYI Forum, beginning at 11:30 a.m. This is an opportunity for you to hear an overview of the program, see a demonstration and learn how we can save you money and time. The Forum takes place at Turing Auditorium in Poly Hall, Panama Street.

Metrics You Can Use!

The reports you need to plan your contingent staffing needs are at your fingertips in InSite. This sample shows a simple PO Spend Report available for managers to view and download.

PO Spend Report

| Job Seeker/Worker | Spend to Date | Committed Spend | Remaining Spend |
|-------------------------------|---------------|-----------------|-----------------|
| Purchase Order Number: | | | |
| Last Name, Mary | 124.00 | 620.00 | 496.00 |
| Last Name, Juana | 310.00 | 620.00 | 310.00 |
| Last Name, Nicole | 376.74 | 20,966.40 | 20,589.66 |
| Last Name, Maria | 248.00 | 620.00 | 372.00 |
| Last Name, Martha | 6,288.00 | 13,519.20 | 5,659.20 |



Want to Know More About the Stanford Contingent Workforce Program?

Please contact Linda Crane at 408-979-6326 or lcrane@manpowersj.com

Looking for Information and resources about the SCWP? Visit: www.manpoweratstanford.com