

# New Student Orientation Agenda

## Summer 2009

### Canyon Complex

<b>Day 1</b>		
8:00	Welcome and Overview	Education and Post-doc Office (STB-EPDO) Staff
8:10	What is the Los Alamos National Laboratory?	Bradbury Science Museum Staff
8:45	Welcome from the Los Alamos Chamber of Commerce	LA Chamber of Commerce Staff
8:55	Welcome from the Students' Association	Students' Association
9:05	Guidelines for Success	HR-Employee Relations Staff
9:25	What is the Research Library?	Library Staff
9:35	Initial Cyber Security Briefing	Cyber Training Staff
10:35	Break	
10:45	Where to go for help	John Armijo, Ombuds Office
11:00	New Hire Process & Benefits	Human Resources Staff
12:30	Student should contact Mentor for further instructions	
<b>Day 2</b>		
7:30 – 8:30	Obtain badge at Badge Office (picture ID & proof of Citizenship required) Report to work site	Otowi Building, 2 <sup>nd</sup> Floor-North Wing
<b>GET</b>		
<b>Tuesday or Thursday</b>	<b>Mandatory--General Employee Training (GET) and Testing</b> (Taxi to White Rock from Canyon School, pick-up at 7:20 a.m.; return taxi from White Rock to Canyon at 4:30)	White Rock Training Center (667-0059) 35 Rover Boulevard White Rock, NM
	<b>Your GET Training day is:</b> _____	

**For more information, please contact Brenda Montoya at 7-4866, or**  
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