

## About Our Online HR Library

We provide our clients with a new, award-winning online library that delivers comprehensive, easy-to-navigate human resources and benefits news, content, tools and forms to companies nationwide.

Our online HR library also features dynamic interactive HR tools such as a job description builder and a salary benchmarking tool. You'll also find **easy**, step-by-step guidance on how to comply with major laws including Health Care reform, COBRA and FMLA as well as key HR functions such as hiring and terminating employees.

**Whether you have five employees or 500 -- our comprehensive, easy-to-use site makes it easy to stay compliant.**

### Online HR Library Features:

- Interactive compliance guides that provide step-by-step direction on how to properly conduct performance reviews, interview, hire and terminate employees
- A Benefits Compliance Calendar
- Step-by-step interactive guide for implementing COBRA and FMLA
- Fast, efficient online HR tools for developing job descriptions and salary benchmarking
- Over 700 downloadable forms, posters and model notices
- Federal and state employment law information
- Monthly HR and benefits newsletter