

PageUp Help Lab



Ready to start a search for a nonexempt staff position?
Need help completing a Requisition in PageUp?

Come to the PageUp Help Lab for assistance!



Human Resources staff will be available to assist you in completing and routing your Requisition to start a search.

Computers will be available for your use.
Get your questions answered.

You will need to bring:

- Position Number
- Names of Search Committee Members
- Posting/ Ad text - Email to self or put in Box or Google Drive so you can access it from the lab.

**Open Lab – Walk-in Hours
on May 1st and 12th
9:30 a.m. – 11:00 a.m.
ENG 122A**

Go to my.umbc.edu/groups/training/events to view full schedule