



NeoEd and Atlassion Ticketing

Human Resources and Fiscal Services

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Introduction

Atlassian Ticketing

- Help Center
- Fiscal Services Portal
- IT Support Desk

NeoEd

- Home Page (Dashboard)
- Tasks
- People
- Performance
- Recruiting
- Onboard
- Reports

NeoEd Overview: Dashboard

- Tasks (To -Do and Overdue)
- Quick Actions
- People
- Requisitions
- My Candidates
- Recent hires

NeoEd Overview: Tasks

To-Do

My Completed

My Team's Tasks

NeoEd Overview: People

- My Team
- My Pre -hires
- My Team's Tasks
- Org Chart

NeoEd Overview: Performance

Overview

My Evaluations

My Team's Evaluations

Journal Hub

NeoEd Overview: Recruiting

[Overview](#)

[My Requisitions](#)

[Hires](#)

[Classification](#)

[Print Applications](#)

NeoEd Overview: Onboard

Overview

**My
Onboarding
Portal**

Forms

Downloads

**Notes &
Attachments**

NeoEd Overview: Reports

- Performance

Screen Share
NeoEd

Atlassian Ticketing

- Help Center
- Fiscal Services Portal
- IT Support Desk

Fiscal Services Portal

- General Fiscal Requests and Questions
- Accounts Payable for SBCC Vendors and Consultants
- Account Payable (Reimbursement, Grants) to Students
- Credit Card Requests
- Accounting Adjustments
- Special Request Forms for SBCC Department
- Trust & Auxiliary Funds (Student Finance)

IT Support Desk



Get IT Help



**HR On-boarding and Off-Boarding ->
Ticketing System**

Employee Tasks

Requests

Approvals

Profile

Log-out

Screen Share
Atlassian
Ticketing

Recap

NeoEd

- Requisition
- Recruiting
- On -boarding
- Evaluation
- Off -Boarding

Atlassion

- Fiscal Services
- Information
Technology
- Human
Resources
(link)

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