

To Access the video, please go to the RF website, hover over Electronic Tools, scroll down the drop-down menu and click on RF Onboard – NEW. On the RF Onboard tool bar click the Help button (**Step1**) and a dropdown menu will appear. Click on the Onboard Training video (**Step2**). Underneath the video is a video table of contents for each section of the main training video. There is also an Employee user Manual for you to review. This manual is for your hire to use if they need further understanding in completing their hire packet. Please note, the video is only for hiring managers. (PI, GO and Admin)



Step 2
Click on
Training
Video



Help Center ✕

Training Materials

- ONBOARD TRAINING VIDEO (43 min)** -
- Introductions to the RF Onboard System
- Creating a Hire Packet
- Appointment
- Position
- Encumbrance
- Schedule
- Documents
- Template
- Start from Scratch
- Pending Packets
- Processed Packets
- Employee User Manual

Step 1 Click on
Help

