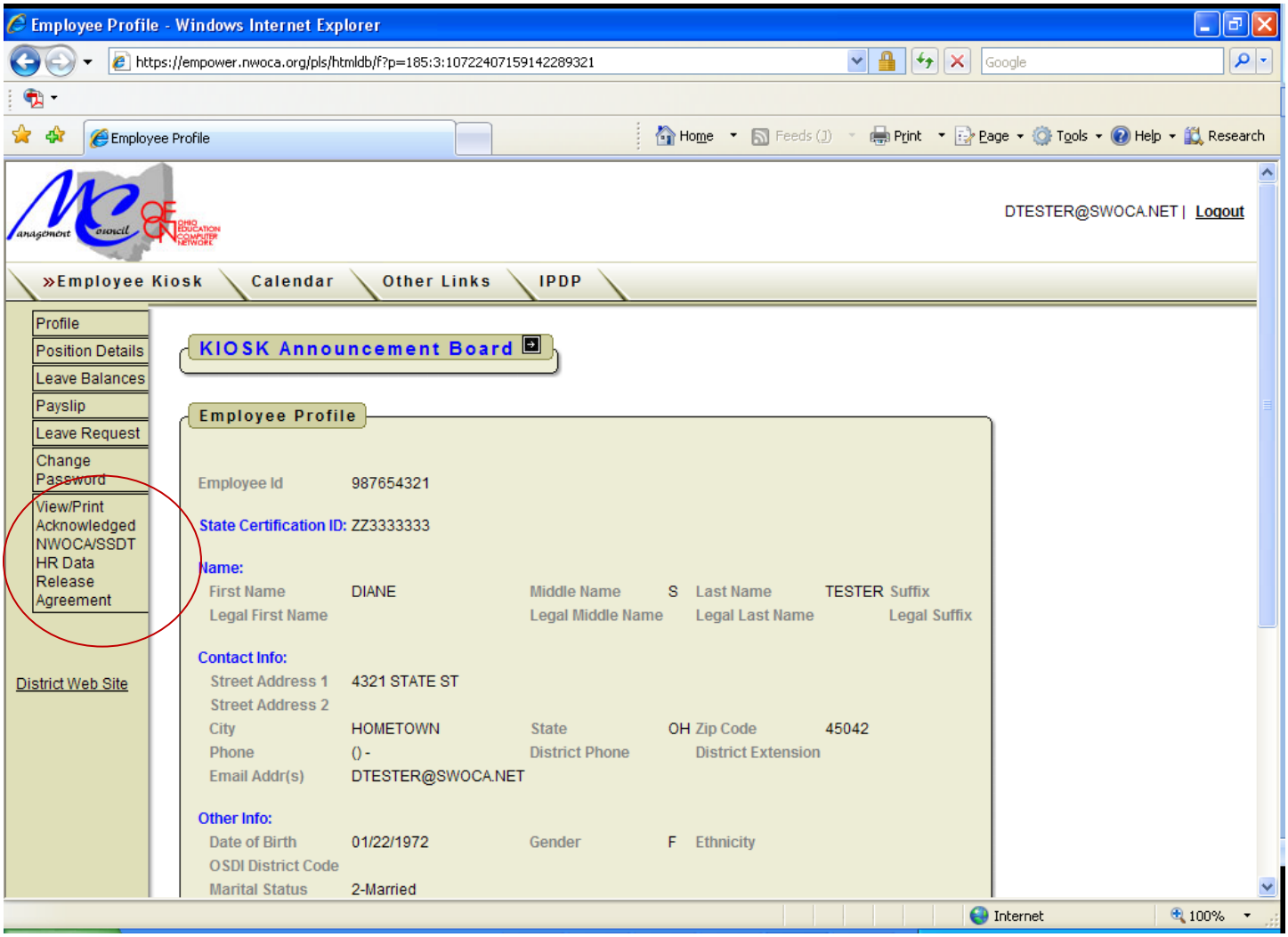
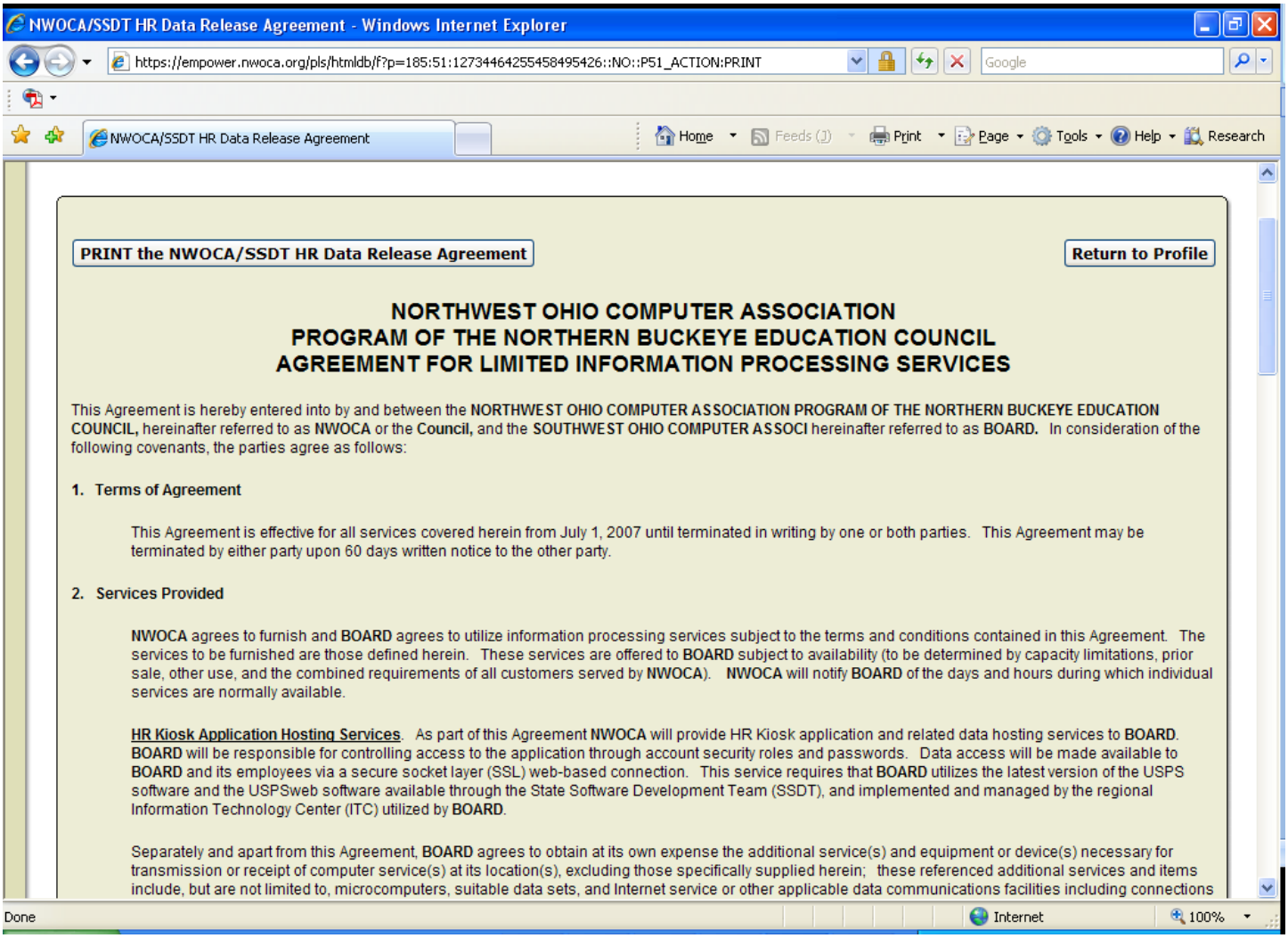
HR Kiosk Treasurer Role Manual

The Treasurer role will have access to accept/decline the "HR Date Release Agreement.

1. Login to the Kiosk. The screen below will be displayed. Notice the "View/Print Acknowledged NWOCA/SSDT HR Data Release Agreement" link. The data release agreement shown below will be displayed when the treasurer is required to accept/decline the agreement once a year. The Kiosk will not be available to all district users until the agreement is accepted.



2. Click on the "View/Print Acknowledged NWOCA/SSDT HR Data Release Agreement" link to view the agreement.



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