



"How-To" Complete Monthly Safety & Wellness Programs

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Fabiano Brothers
Established 1885

Completing Monthly Safety & Wellness Programs

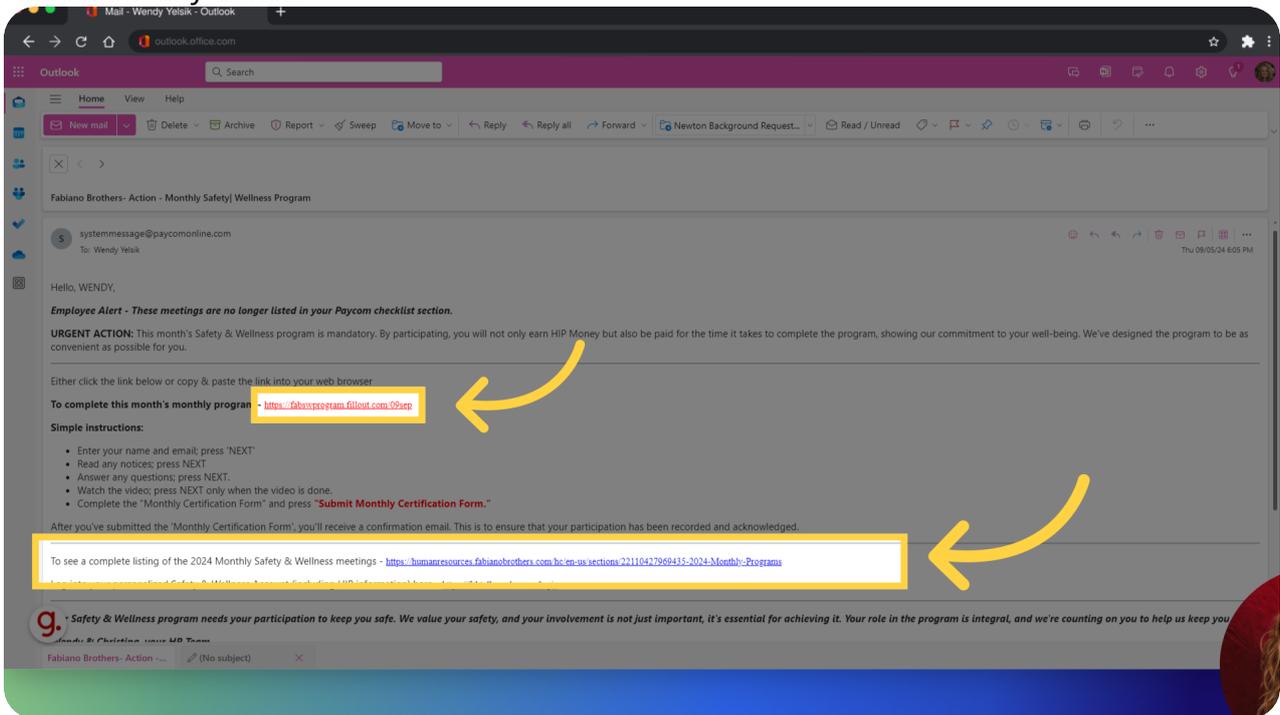


How To Complete monthly safety and wellness programs. Step by step instructions.

Go to outlook.office.com

01 Click the meeting link.

Make sure to check your email at the beginning of each month for the message from systemmessage@paycomonline.com with the subject "Fabiano Brothers- Action - Monthly Safety| Wellness Program." Click the link to access the program. If you can't find the email, you can always visit HR4U from any device.



02 <https://humanresources.fabianobrothers.com/hc/en-us>

From any device and any time you can access the Monthly Safety and Wellness programs by going to the HR4U site.

The image shows a screenshot of a web browser displaying the HR4U website. The URL <https://humanresources.fabianobrothers.com/hc/en-us> is shown in a dark box at the top. The website header includes the Fabiano Brothers logo (Established 1885) and HR4U, with links for 'Community' and 'Sign In'. Below the header is a search bar and a row of colorful hands. Three main menu items are visible: 'Safety & Wellness Program', 'Employee Resources', and 'Operational Uniforms'. A yellow circle highlights the 'Safety & Wellness Program' button, and a yellow arrow points from a 'Click here' text box to this button. A circular profile picture of a woman is also visible on the left side of the screenshot. At the bottom right, there is a chat bubble that says 'Hi. Need any help? -HR'.

03 Safety & Wellness MONTHLY Meetings

Click Safety & Wellness Monthly Meetings

The image shows a screenshot of a web browser displaying the HR4U portal for Fabiano Brothers. At the top, a dark blue banner reads "Safety & Wellness MONTHLY Meetings". Below this, the browser's address bar shows the URL: <https://humanresources.fabianobrothers.com/hr/en-us/categories/4702469726875-Safety-Wellness-Program>. The page header includes the Fabiano Brothers logo (Established 1885) and HR4U, with links for "Community" and "Sign In". A search bar is located on the right. The main content area is titled "Safety & Wellness Program" and features a yellow-bordered box around the link "Safety & Wellness MONTHLY Meetings". Other links include "Links, Tools & Resources", "Safety & Wellness on the GO! Reads.", and "Weigh to Go (Annual Health Challenge)". A circular profile picture of a woman is visible in the bottom left corner. In the bottom right, there is a chat bubble that says "Hi, Need any help? -HR". A yellow arrow points from a black callout box containing the text "Click here" to the highlighted link.

04 2024 Monthly Programs

Click "2024 Monthly Programs"

The screenshot displays the HR4U website interface. At the top, a dark blue banner contains the text "2024 Monthly Programs". Below this, the browser address bar shows the URL: <https://humanresources.fabianobrothers.com/hr4u-us/sections/76729974531099-Safety-Wellness-MONTHLY-Meetings>. The website header includes the "Fabiano Brothers HR4U" logo and "Community Sign in" links. The breadcrumb trail reads "HR4U > Safety & Wellness Program > Safety & Wellness MONTHLY Meetings". A search bar is located on the right. The main content area is titled "Safety & Wellness MONTHLY Meetings" and includes a "Follow" button. A list of programs is shown, with "2024 Monthly Programs" highlighted by a yellow box. Below it is "Archived Programs", which is currently empty. A callout box with the text "Click here" and a yellow arrow points to the "2024 Monthly Programs" link. At the bottom left, there is a circular profile picture of a woman. At the bottom right, there is a chat bubble that says "Hi. Need any help? -HR".

05 Select the program to watch

Click the month you need to complete-

Select the program to watch

Click the monthly program you need to complete

2024 Monthly Programs

- 09 SEP: National Preparedness Month (click)
- 08 AUG: SafeAtWork
- 07 JULY: "10 - 4" DEFENSIVE DRIVING
- 06 JUNE: Sleeps Importance. Why Walking Makes you Healthier
- 05 MAY - Slips, Trips, & Falls
- 04 APRIL: Distracted Driving Month - Take the Pledge.
- 03 MARCH: Get Better Sleep

The screenshot shows a web browser window with the URL <https://humanresources.fabianobrothers.com/hr-us/sections/22110427969435-2024-Monthly-Programs>. The page header includes the Fabiano Brothers logo (Established 1985) and HR4U. The main content area is titled "2024 Monthly Programs" and lists various programs for each month. A yellow arrow points from a callout box on the left to the "09 SEP: National Preparedness Month (click)" program. A "Follow" button is visible next to the program title. A chat bubble at the bottom right says "Hi. Need any help? -HR".

06 Click the name to start the program

To start the program click the link.

The screenshot shows a web browser displaying the HR4U website. The page title is "09 SEP: National Preparedness Month (click)". Below the title, there is a "Follow" button and the text "09 SEP: National Preparedness Month". A yellow arrow points from a callout box on the left to the program name. The callout box contains the text "Click here to get started". The website header includes the Fabiano Brothers logo and "HR4U". The breadcrumb trail reads "HR4U > Safety & Wellness Program > Safety & Wellness MONTHLY Meetings > 2024 Monthly Programs > 09 SEP: National Preparedness Month (click)". A search bar is visible below the breadcrumb trail. At the bottom of the page, there is a chat bubble that says "Hi. Need any help? -HR".

Click the name to start the program

Click here to get started

09 SEP: National Preparedness Month (click)

09 SEP: National Preparedness Month

Follow

Hi. Need any help? -HR

07 Click the link to begin the program

Click the URL to go directly to the program. This will take you to a new window. Need help? Start a chat by clicking the purple chat box on the right hand side.

The image is a screenshot of a web browser displaying a page from Fabiano Brothers HR4U. The page title is "09 SEP: National Preparedness Month". The author is Wendy Yelsik, who posted it 13 hours ago. A yellow box highlights the URL: <https://fabswprogram.fillout.com/09sep>. A yellow arrow points from a text box on the left to this URL. In the bottom right corner, there is a purple chat box with the text "Hi. Need any help? -HR".

Click the link to begin the program

Click here to get started

Articles in this section
09 SEP: National Preparedness Month

09 SEP: National Preparedness Month

WENDY YELSIK
13 hours ago · Updated

Follow

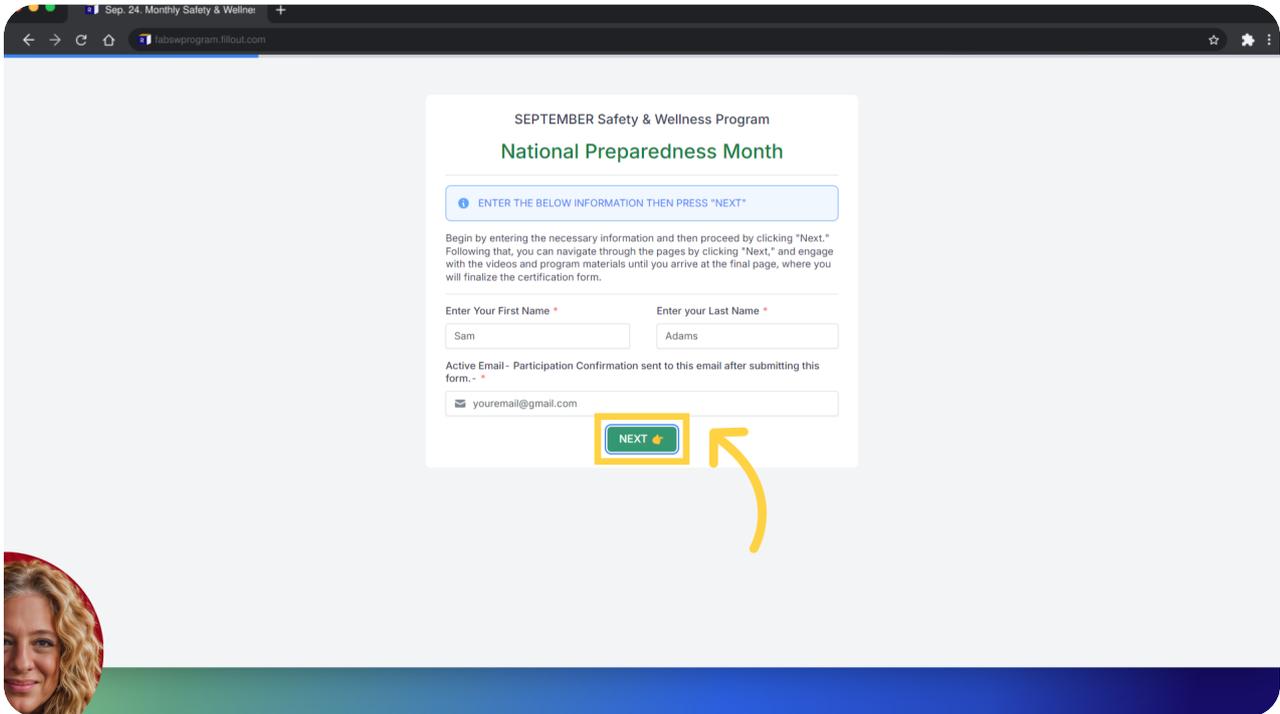
Click here to start the Monthly Safety & Wellness Program:
<https://fabswprogram.fillout.com/09sep>

Related to
meeting | monthly

Hi. Need any help? -HR

08 Click Next after filling in the information

Start each program by entering your first and last name and email address. Then press the next button.



SEPTEMBER Safety & Wellness Program

National Preparedness Month

ENTER THE BELOW INFORMATION THEN PRESS "NEXT"

Begin by entering the necessary information and then proceed by clicking "Next." Following that, you can navigate through the pages by clicking "Next," and engage with the videos and program materials until you arrive at the final page, where you will finalize the certification form.

Enter Your First Name * Enter your Last Name *

Active Email - Participation Confirmation sent to this email after submitting this form. - *

NEXT ➔



09 Press the blue arrow button to start the video

Read the blue box and then Press the arrow in the video window to start watching it. If you don't see a video window due to technical issues, then press the link that is above the Next button.

SEPTEMBER Safety & Wellness Program
AFTER VIDEO, SCROLL DOWN TO THE **NEXT** BUTTON

Watch video 🏆 click NEXT below the video 🏆 Complete Form 🏆
Submit FORM 🏆 get email confirmation 📧 🏆 Monthly Program
Done!!!! No email confirmation means it is incomplete. Please
complete the certification form.

Thanks! You may need to scroll down to see the next button.

Play

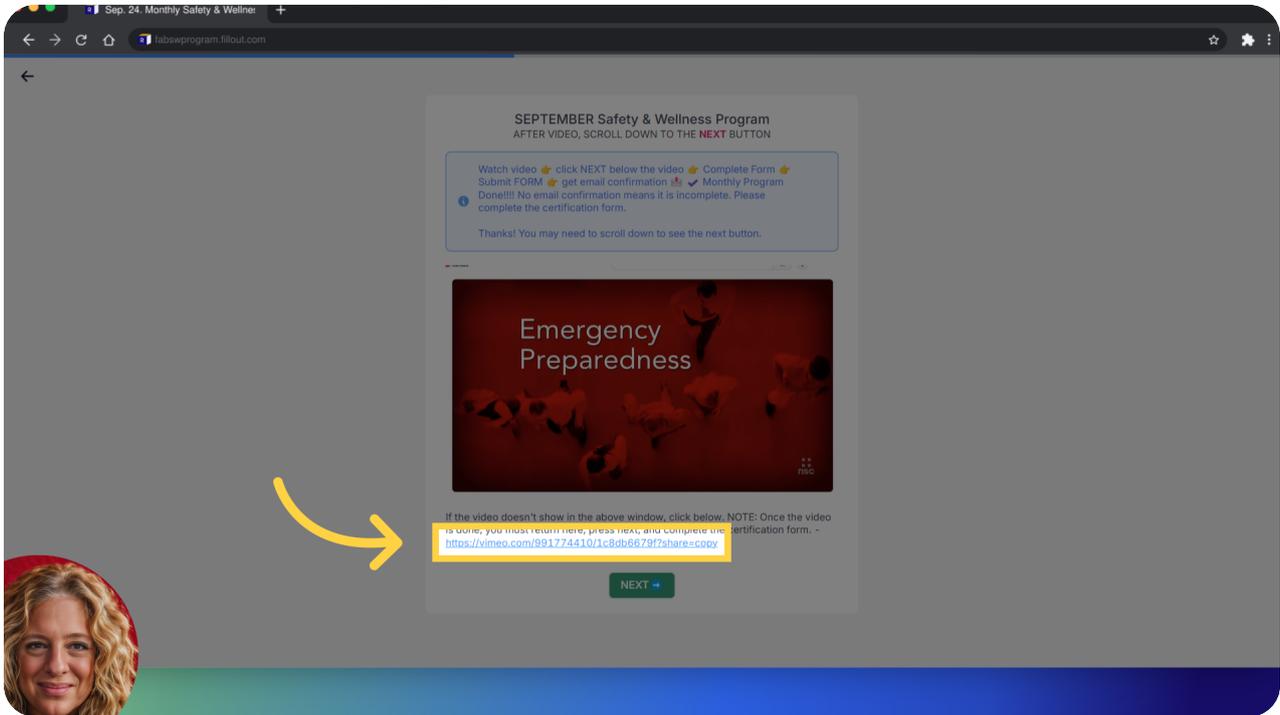
SEPTEMBER IS NATION'S
PREPAREDNESS
MONTH

If the video doesn't show in the above window, click below. NOTE: Once the video is done, you must return here, press next, and complete the certification form. - <https://vimeo.com/981774410/1c8db6679?share=copy>

NEXT ➔

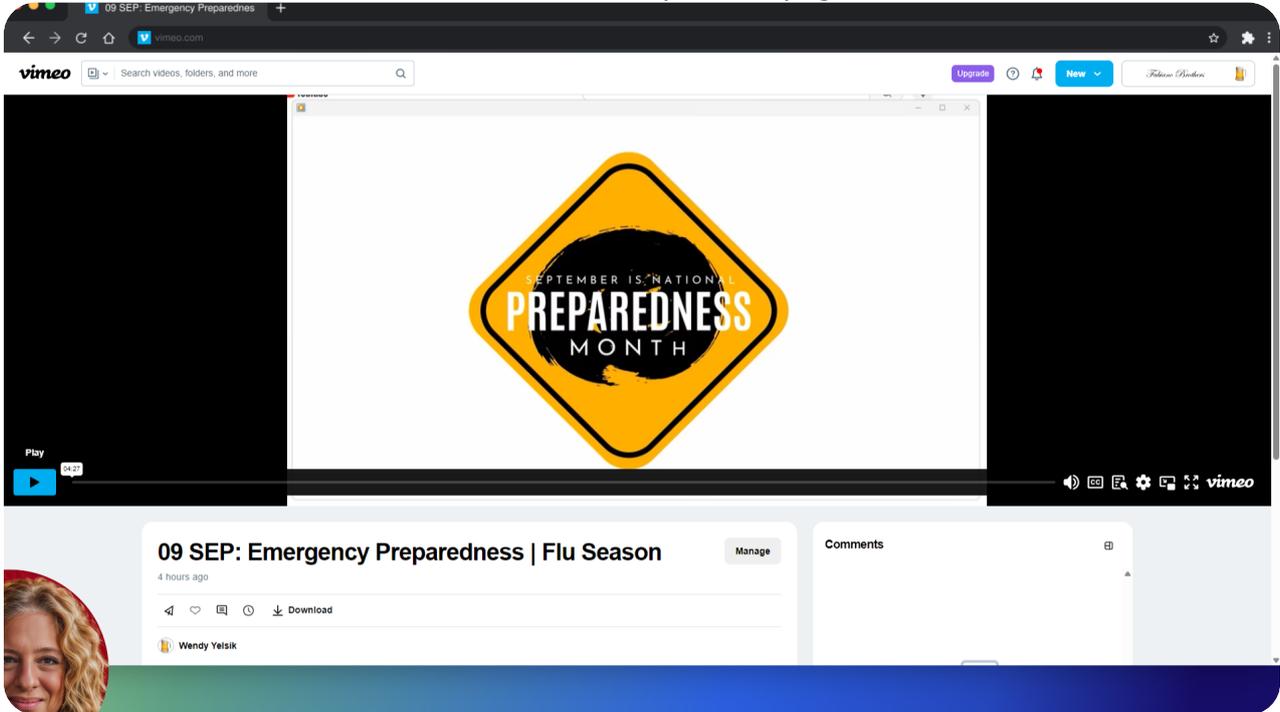
10 Click here if the video does not play in the window. This link takes you to a new page to view the video.

If the video window is not playing the video then click this link.



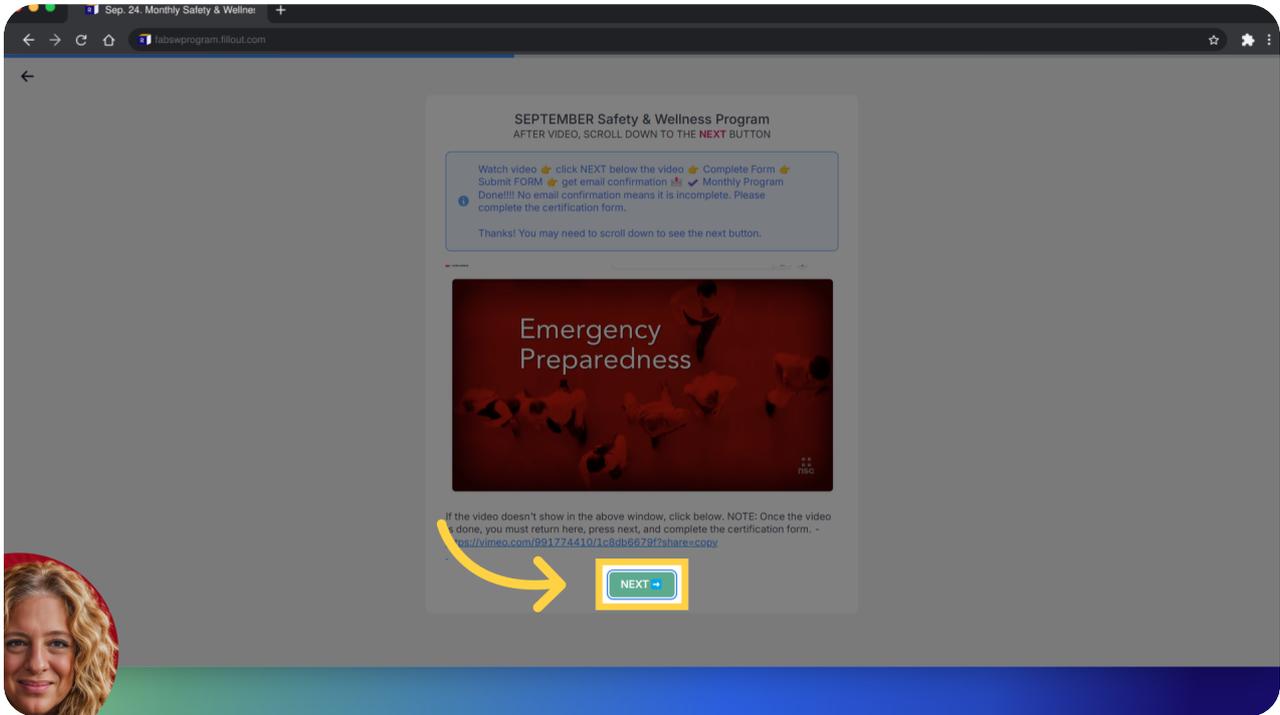
11 Alternative method to watch video

If you pressed the link on page 4 then you get redirected to this page. Press the arrow to start the video, watch the entire content, and return to the previous page to click the next button.



12 Click "NEXT"

After watching entire video then press the next button.



SEPTMBER Safety & Wellness Program
AFTER VIDEO, SCROLL DOWN TO THE **NEXT** BUTTON

Watch video 🎥 click NEXT below the video 🎯 Complete Form 🏆
Submit FORM 📄 get email confirmation 📧 Monthly Program
Done!!! No email confirmation means it is incomplete. Please
complete the certification form.

Thanks! You may need to scroll down to see the next button.

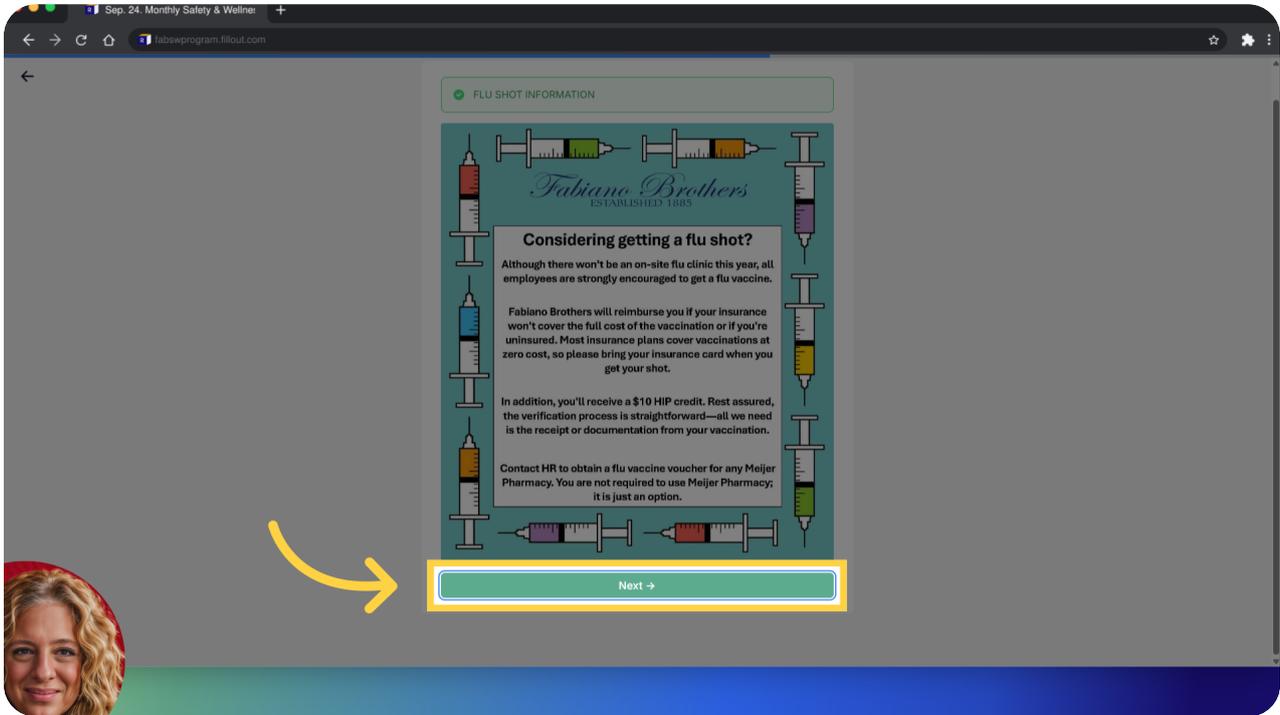
Emergency Preparedness

If the video doesn't show in the above window, click below. NOTE: Once the video is done, you must return here, press next, and complete the certification form. -
<https://vimeo.com/991774410/1c8db6679f?share=cop>

NEXT ➔

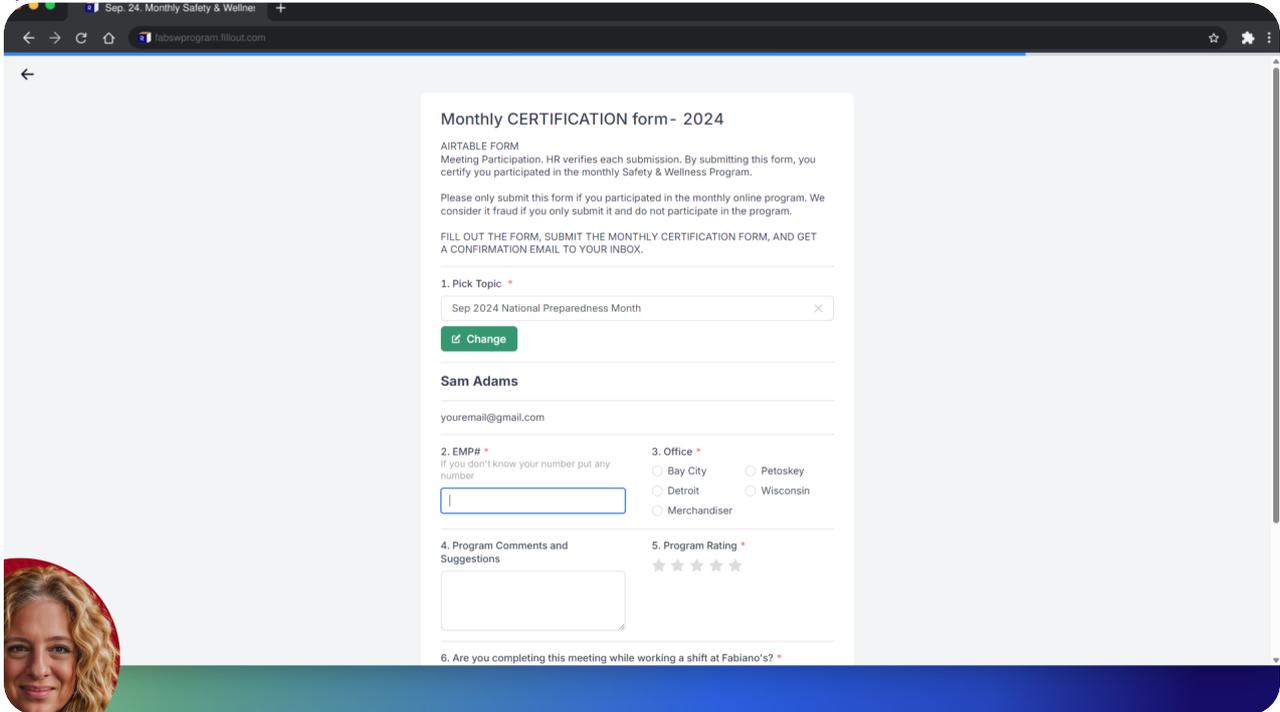
13 Click "Next" after reading any materials.

After reading any material, press the next button.



14 Fill in all required information.

To finalize your monthly participation, complete the Monthly Certification Form. Enter the requested information.



The screenshot shows a web browser window with the URL `fbawprogram.fillout.com`. The page title is "Monthly CERTIFICATION form - 2024". The form content includes:

- AIRTABLE FORM**
Meeting Participation. HR verifies each submission. By submitting this form, you certify you participated in the monthly Safety & Wellness Program.
- Please only submit this form if you participated in the monthly online program. We consider it fraud if you only submit it and do not participate in the program.
- FILL OUT THE FORM, SUBMIT THE MONTHLY CERTIFICATION FORM, AND GET A CONFIRMATION EMAIL TO YOUR INBOX.
- 1. Pick Topic ***
A dropdown menu is open showing "Sep 2024 National Preparedness Month" with a close button (X). Below it is a green "Change" button.
- Sam Adams**
youremail@gmail.com
- 2. EMP# ***
If you don't know your number put any number
A text input field contains the number "1".
- 3. Office ***
Four radio button options: Bay City, Petoskey, Detroit, and Merchandiser.
- 4. Program Comments and Suggestions**
A large empty text area for comments.
- 5. Program Rating ***
Five star icons for rating.
- 6. Are you completing this meeting while working a shift at Fabiano's? ***

A circular profile picture of a woman with blonde hair is visible in the bottom-left corner of the browser window.

15 Click "Submit Monthly Certification Form" as your last step.

And finally, SUBMIT the form!

FILL OUT THE FORM, SUBMIT THE MONTHLY CERTIFICATION FORM, AND GET A CONFIRMATION EMAIL TO YOUR INBOX.

1. Pick Topic *

Sep 2024 National Preparedness Month

Change

Sam Adams

youremail@gmail.com

2. EMP# *

If you don't know your number put any number

1234

3. Office *

Bay City Petoskey

Detroit Wisconsin

Merchandiser

4. Program Comments and Suggestions

Great Program!

5. Program Rating *

★★★★★

6. Are you completing this meeting while working a shift at Fabiano's? *

Yes, I am "on the clock"

No, Please pay me for the length of the meeting.

I am salary, not hourly.

Submit Monthly Certification Form

HR Got IT! You Got Mail! When you see this screen then you are done! Did you know you can check your safety and wellness account including HIP at any time? Just log into the SafeWell app with the email associated with your Paycom account. Have questions? Contact HR at hr4u@fabianobrothers.com or through Paycom's Ask Here. Thanks for watching.

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