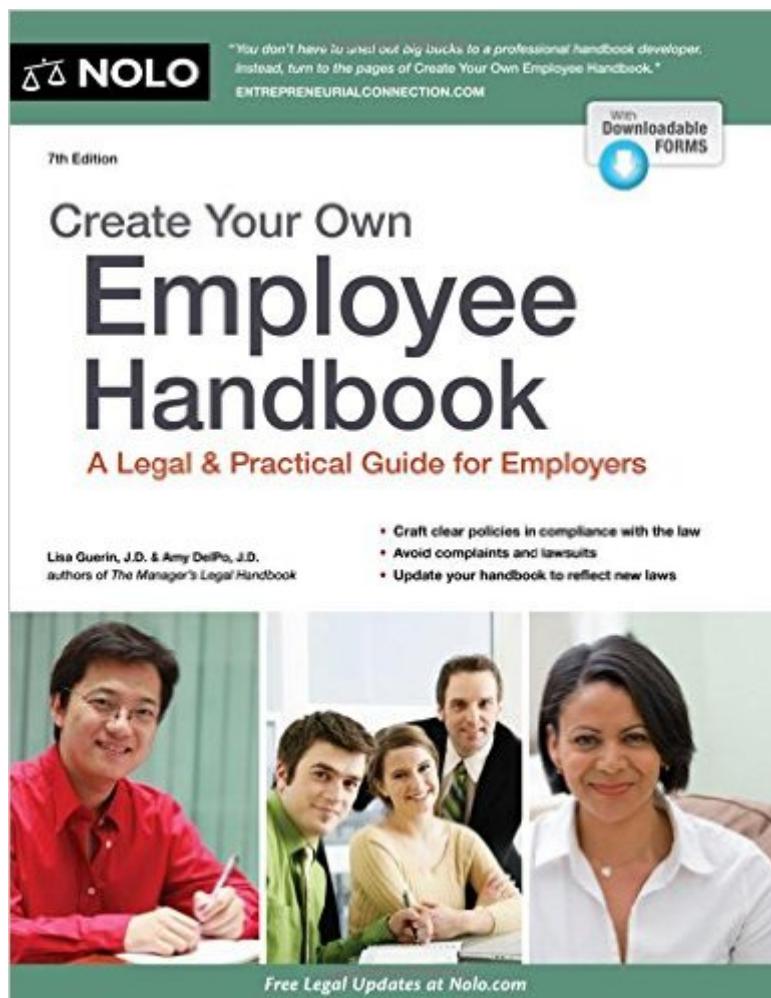


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# Create Your Own Employee Handbook: A Legal & Practical Guide For Employers



## **Synopsis**

Make - or update - your employee handbook today! Clear employee policies help you run a productive workplace and avoid legal problems. Create Your Own Employee Handbook provides everything managers or HR professionals need to create a reader-friendly guide, or update an existing handbookâ "all in plain English. Find up-to-date legal information, practical suggestions and best practices on: wages and hours at-will employment time off discrimination and harassment complaints and investigations health and safety drugs and alcohol workplace privacy email, personal blogs and Internet use You'll get the lowdown on the legal and practical considerations that apply to each topic in your state, plus sample policies that you can use as-is or tailor to meet your needs. You can even cut and paste the language you need to complete your own handbook instantly. The 7th edition covers recent updates to the law, including social media use, health care reform, rules for tipped employees and much more!

## **Book Information**

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## **Customer Reviews**

I initially saw this book at our local public library. I looked at it skeptically. I have written many employee handbooks and know first hand that the process is much more involved than many think. That said, this is a really good resource - IF you know what you are doing. For an experienced HR person, very helpful, some good explanations and language options. If you have never written a handbook before and/or don't have an HR background: proceed with caution.

Let me just begin by saying that the content of this book was SO apparently solid that, even though it arrived bent and warped from water damage (not as advertised), I cancelled the return I had commenced and have held on to it since, in all its deformed glory. This book saved me hundreds in legal fees. It (1) provides the foundation for any company's handbook, whether you're starting from scratch or reviewing and supplementing an existing one, (2) provides additional or alternative language to consider depending on your situation, (3) provides a checklist on the outer pages so that you can keep track of sections you want to incorporate into your new/existing handbook, (4) is organized how you would want your handbook to be organized, and (5) is so easy to understand and implement that anyone could make their own handbook. All I wish is that the book also came with the sample language on a disc so that I could save hours of time in adopting and revising some of the language. This book is a must-have for those wanting to create a handbook on their own.

This book gives specifics needed in making your handbook street legal while allowing you to mold it to fit your situation. Big help, big aid in writing a comprehensive handbook that keeps the vulture lawyers at the gate.

Book was a tremendous help. I had the opportunity to do a little freelance work and needed guidance ( to ensure that I was knowledgeable about another's state perspective on jury duty, leave compilation and a host of other entities). I was able to craft an Employee Handbook that was outstanding. Strongly recommended for individuals looking to start their own business or for those design a better understanding about State laws surrounding the workplace (protects you and the workers). Always remember...there is no excuses for not being in compliance.

Very helpful when designing your own employee handbook and the downloadable forms made it well worth the money. I also liked the discussions as to why a policy should be included.

Working on re-writing our handbook, and this has been invaluable. Saved me hours of time.

We redid our manuel, this was perfect!Thank you! NOLO is one i will go back too!

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