

First 90

New hire onboarding, in twenty slides.

The first ninety days, from day one access to the ninety-day review.



01



02



03

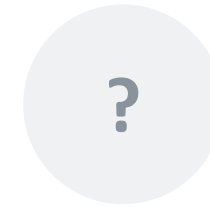


04



05

NORTHLINE



New hire

PROVISIONAL ACCESS

1

2

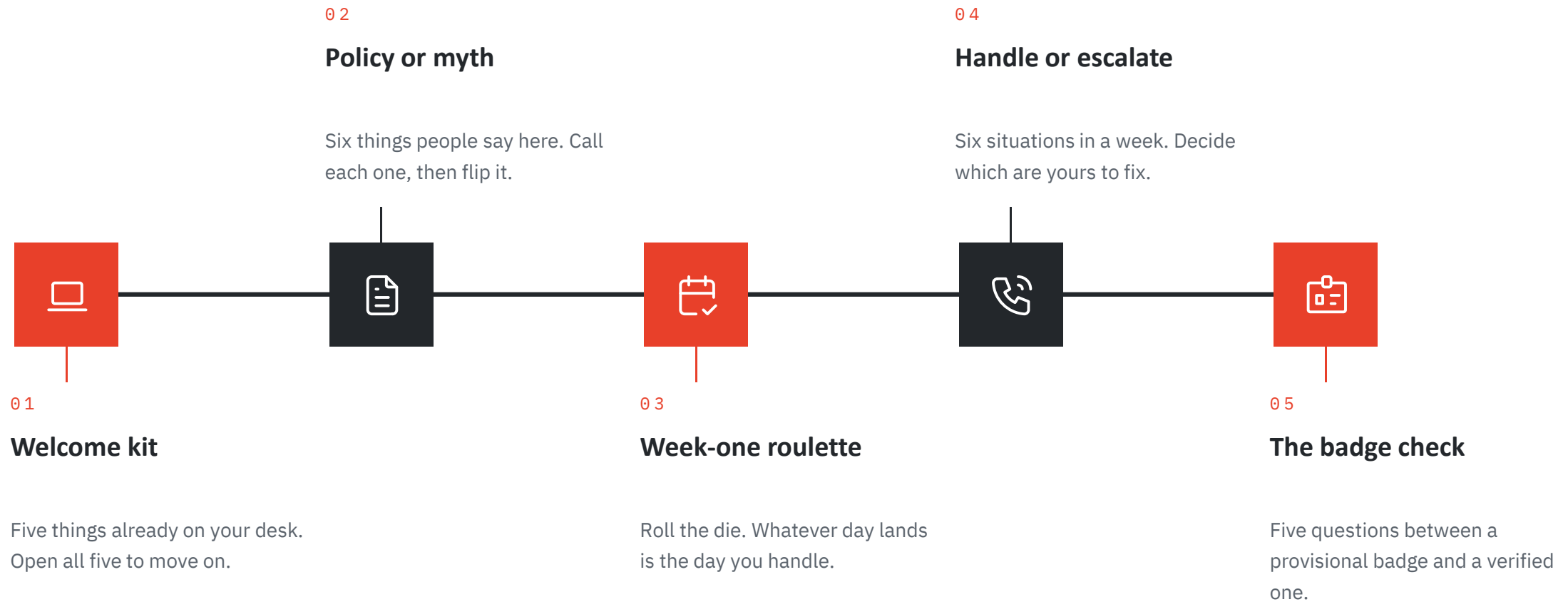
3

4

5

Five stations, one badge

Every station teaches before it scores, and stamps the badge on the way out.

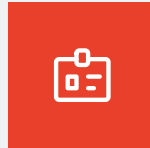


STATION

01

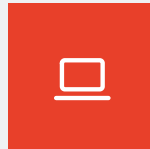
Your welcome kit

Five things are already waiting when you sit down, and every one of them is something you will be held to.



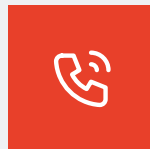
Your access badge

Identity, not a door key. Never lend it, never hold the door on it, and report a loss the same day you lose it.



Your device

Lock the screen every time you stand up. Work data lives in approved apps, and nowhere else.



The speak-up line

Anonymous, always open, retaliation-proof. It exists so a concern never runs through the person causing it.

Two more open inside the course: the handbook, and your first ninety days.

STATION 02

OVERHEARD AT INDUCTION

Overtime only counts if your manager said yes in advance.

Every hour worked is a paid hour, approved or not.

SIX OF THESE. CALL EACH ONE, THEN THE CARD TURNS OVER.

FIRST 90

MYTH



STATION 03

Roll the day.

Handle whatever lands.



SIX IN THE POOL



THREE DRAWN AT RANDOM

720

possible orderings, so a second run is never the first one again.

Six land on you. **Three are yours.**



Handle it

Inside your authority. Fix it and move on.



Escalate it

Past a clear no. Not yours to mediate.

STATION 05

80

PER CENT TO CLEAR THE BAR

Five questions

no trick answers, every one explained

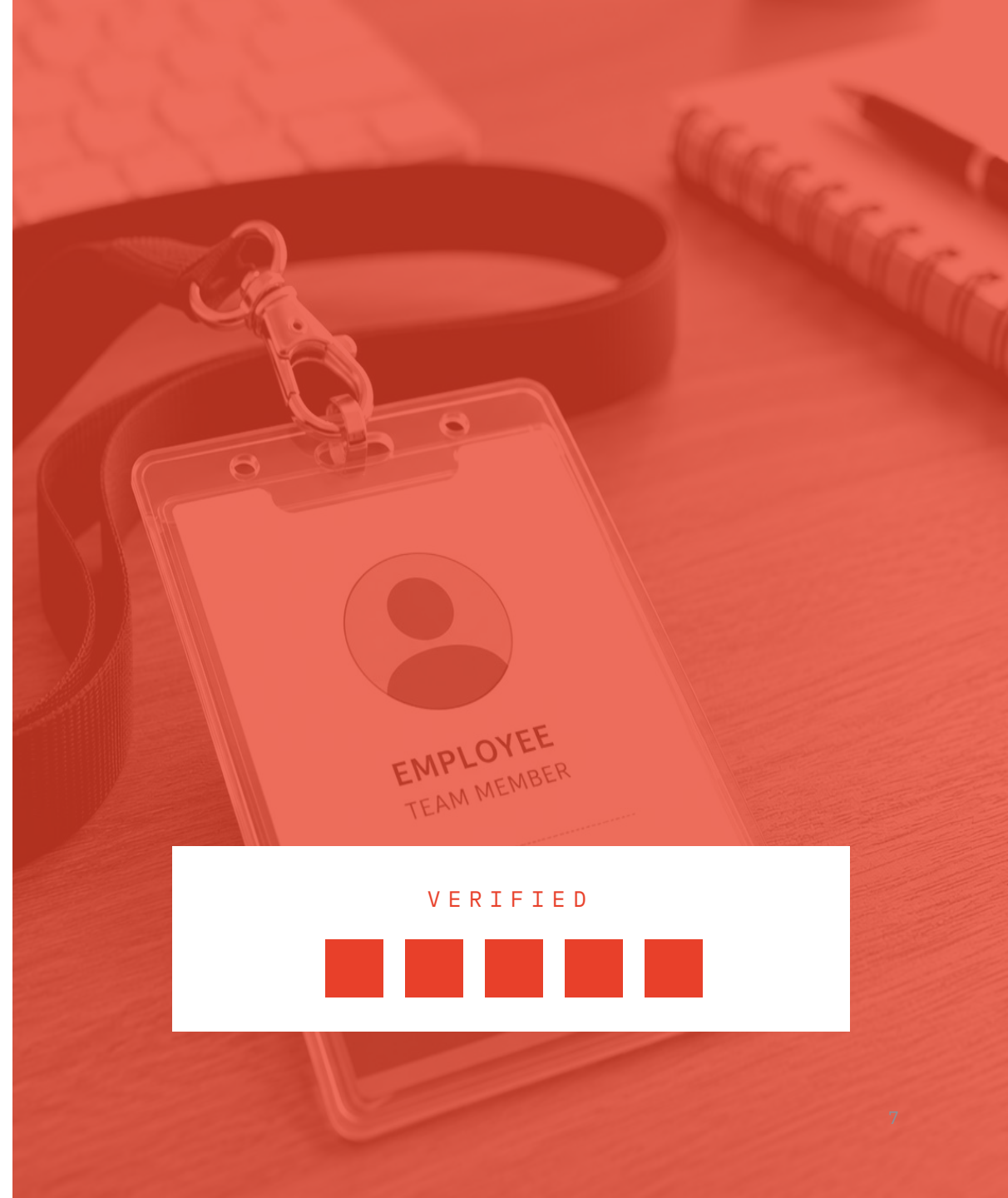
Three tiers

provisional, verified, gold standard

One badge

blank on arrival, stamped on the way out

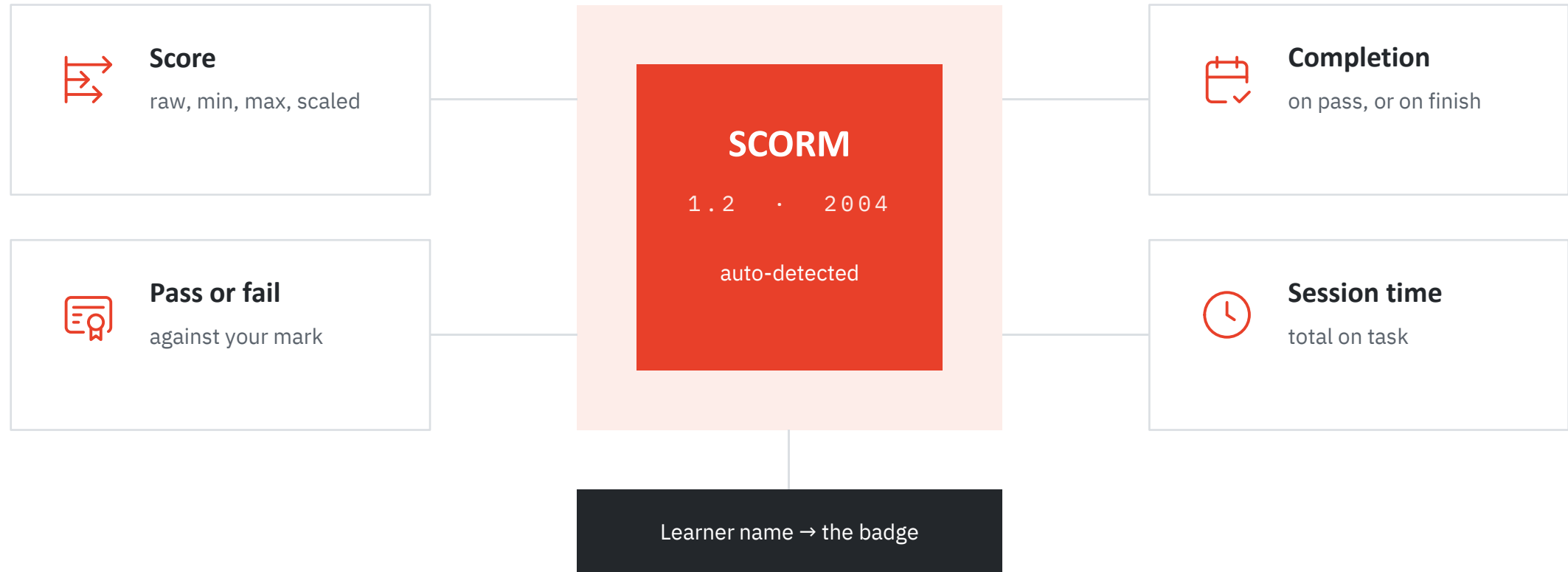
FIRST 90



VERIFIED



It talks to your LMS **on its own**



THE ARC

Three checkpoints. **Both ways.**

YOUR MANAGER REVIEWS YOU. YOU REVIEW US. NEITHER IS A SURPRISE.



DAY

07

Settling in

Access working, kit issued, first tasks landed.



DAY

30

Finding pace

Owning the work. Asking sharper questions.



DAY

90

Fully aboard

No handholding left. The badge is verified.

WEEK ONE

Four people. Ask them anything.



Your manager

Priorities, workload, anything in your way.



Your buddy

The unwritten things no handbook covers.



People Ops

Pay, leave, contracts, the speak-up line.



IT

Access, kit, anything that stops working.



IF SOMETHING IS WRONG

You never need proof **to speak.**

01



Say it out loud

To your manager, or around them if it concerns them.

02



Or use the line

Anonymous, always open, and it reaches another desk.

03



It gets logged

Recorded either way, name or no name.

04



Nothing lands on you you

Retaliation is its own offence.



EVERY DAY

Lock it. Every single time.



Lock on standing

Not when you remember. When you stand.



Approved apps only

Work data never reaches a personal account.



Your login is yours

Never lent, not even to cover a shift.

DAY SEVEN

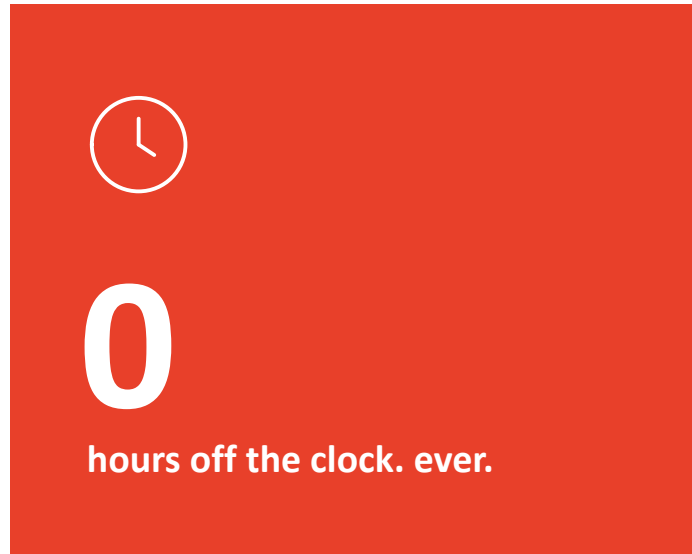
By Friday, **all six.**

	Badge collected	☒
	Handbook read	☒
	Manager 1:1 booked	☒
	Buddy met	☒
	Timesheet tested	
	Speak-up line saved	

TWO STILL OPEN. THAT IS THE DAY-SEVEN CONVERSATION.



Every hour you work is **an hour you are paid.**



Approved overtime

Logged, paid, visible on your payslip.

Approved by nobody

Still logged. Still paid. Then a conversation.

Short-notice shifts

Log within 24 hours and it lands the same month.

D A T A

**If it leaves our systems,
it left without permission.**

N E V E R

Customer data to a personal inbox

Files on an unmanaged drive or phone

Screenshots of records in a chat thread

A L W A Y S

Approved apps, approved devices

Remote access instead of a copy

Report a slip the same day you spot it

Log the offer, **not the outcome.**

A gift you turn down still goes in the register. That is what protects you both.



Accept

A coffee. A sandwich at a supplier meeting. Nothing to log.



Declare

Anything over the limit, whatever you decide to do with it.



Decline

Offered while their contract is on the table. Then log it.

SAFETY

**Report it the same day,
even if you feel fine.**

01



Make it safe

Stop the thing hurting somebody else first.

02



Tell someone

Your manager, or whoever is nearest and senior.

03



Log it

Before you go home. Symptoms surface late.

Nothing in your review will be new to you.

Ninety-two per cent of what your manager raises will already have been said out loud, by one of you, before the meeting.

92%



What you owned

The work that had your name on it.



What blocked you

Said out loud, not stored up.



What you learned

Skills you did not arrive with.



What comes next

The next ninety, agreed together.

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INCLUDED

Twenty icons, **yours to recolour.**

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 Badge	 Access	 Device	 Lock screen	 Data
 Handbook	 Checklist	 Day 30	 Timesheet	 Your first 90
 Your team	 Your buddy	 Speak-up	 Inbox	 Incident
 Gifts	 Your role	 Break room	 Goals	 The site

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