Rewards and Recognition Program

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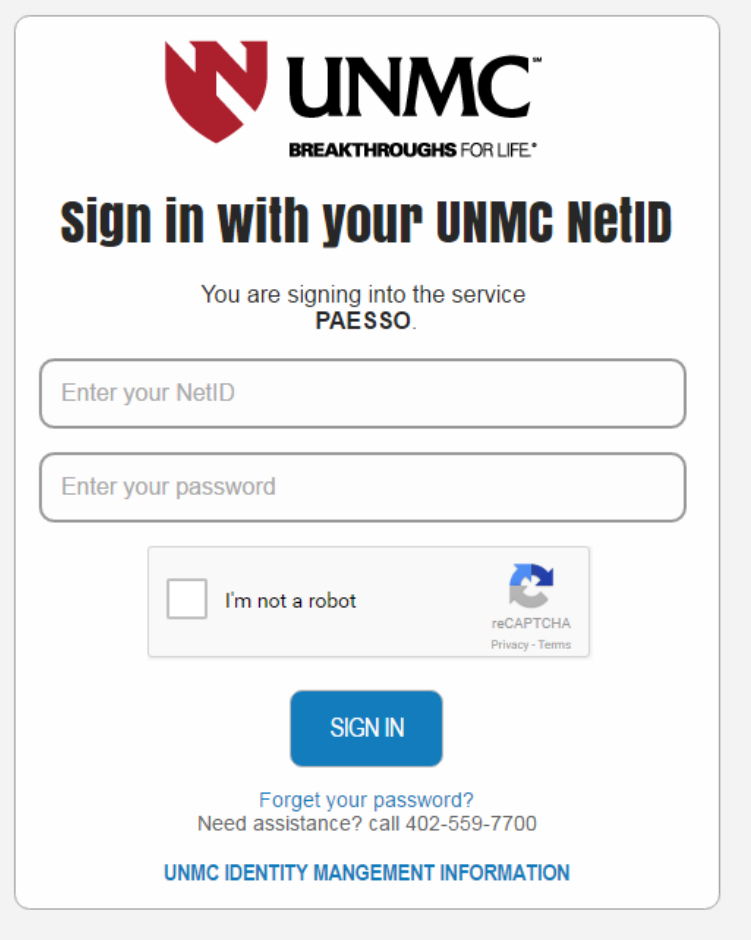
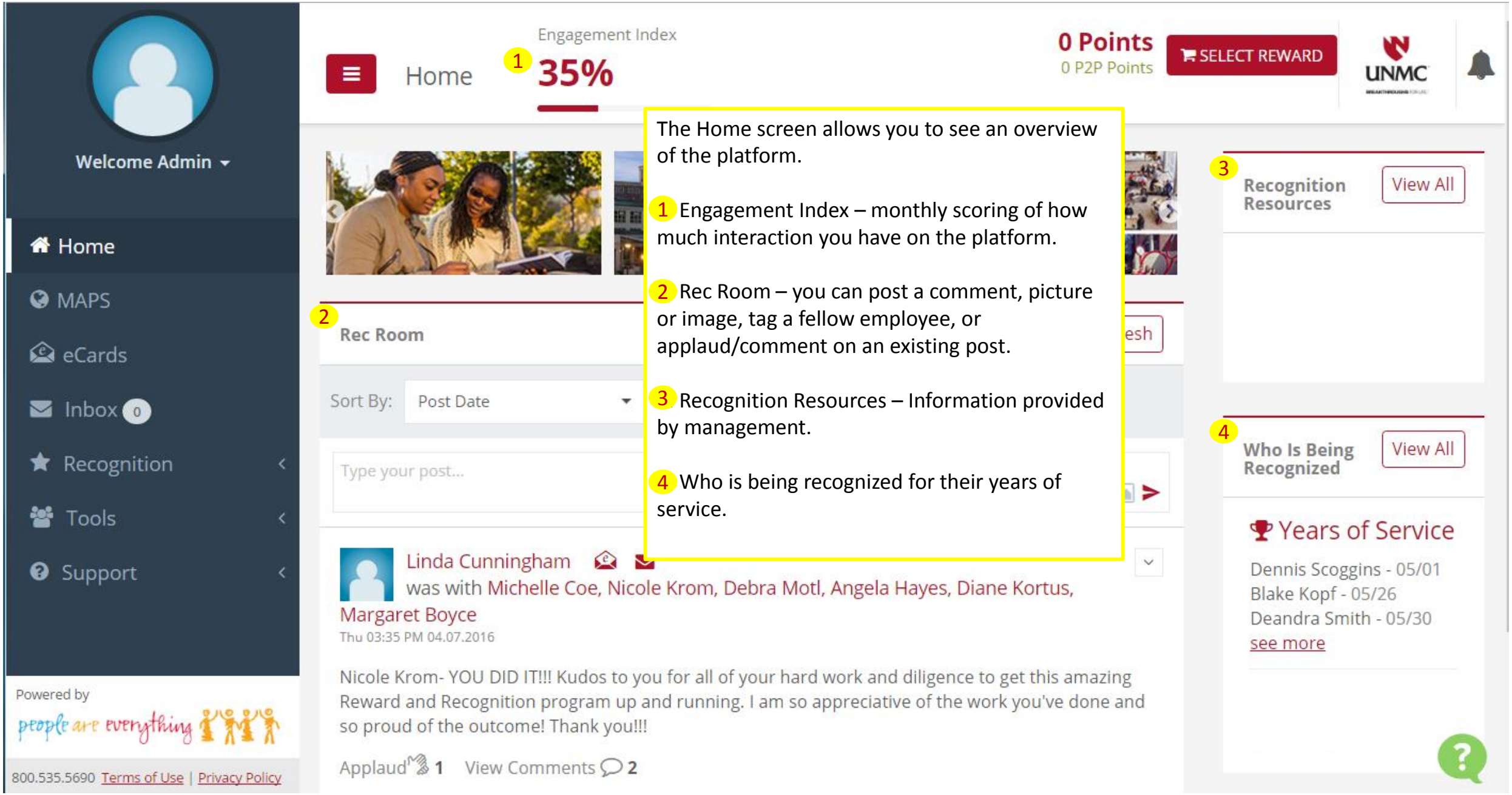
How to Log Into People Are Everything



Website Address:
www.PeopleAreEverything.com/UNMC

To login:
Type your user name and password using your UNMC NetID and Password



The Home screen allows you to see an overview of the platform.

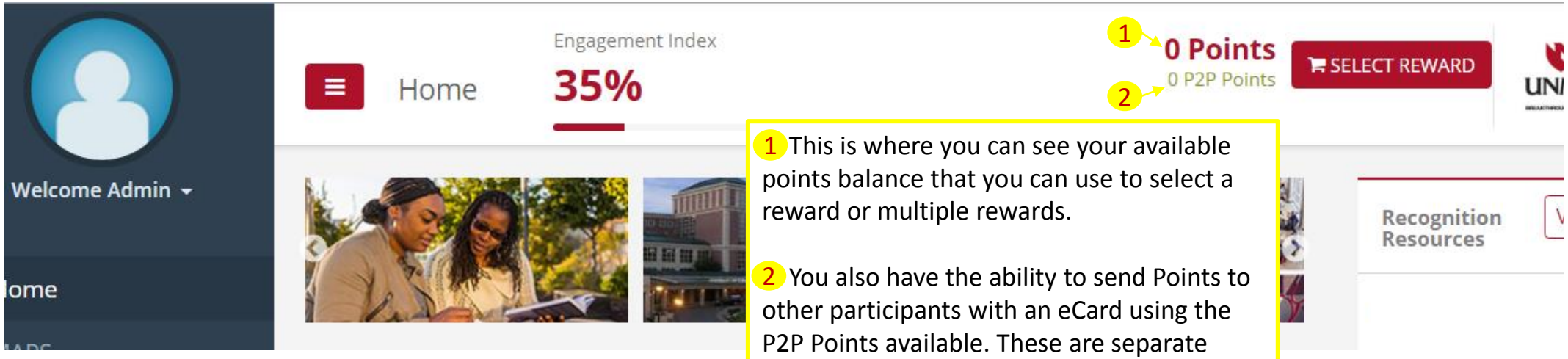
1 Engagement Index – monthly scoring of how much interaction you have on the platform.

2 Rec Room – you can post a comment, picture or image, tag a fellow employee, or applaud/comment on an existing post.

3 Recognition Resources – Information provided by management.

4 Who is being recognized for their years of service.

Home Screen – Your Points Balance

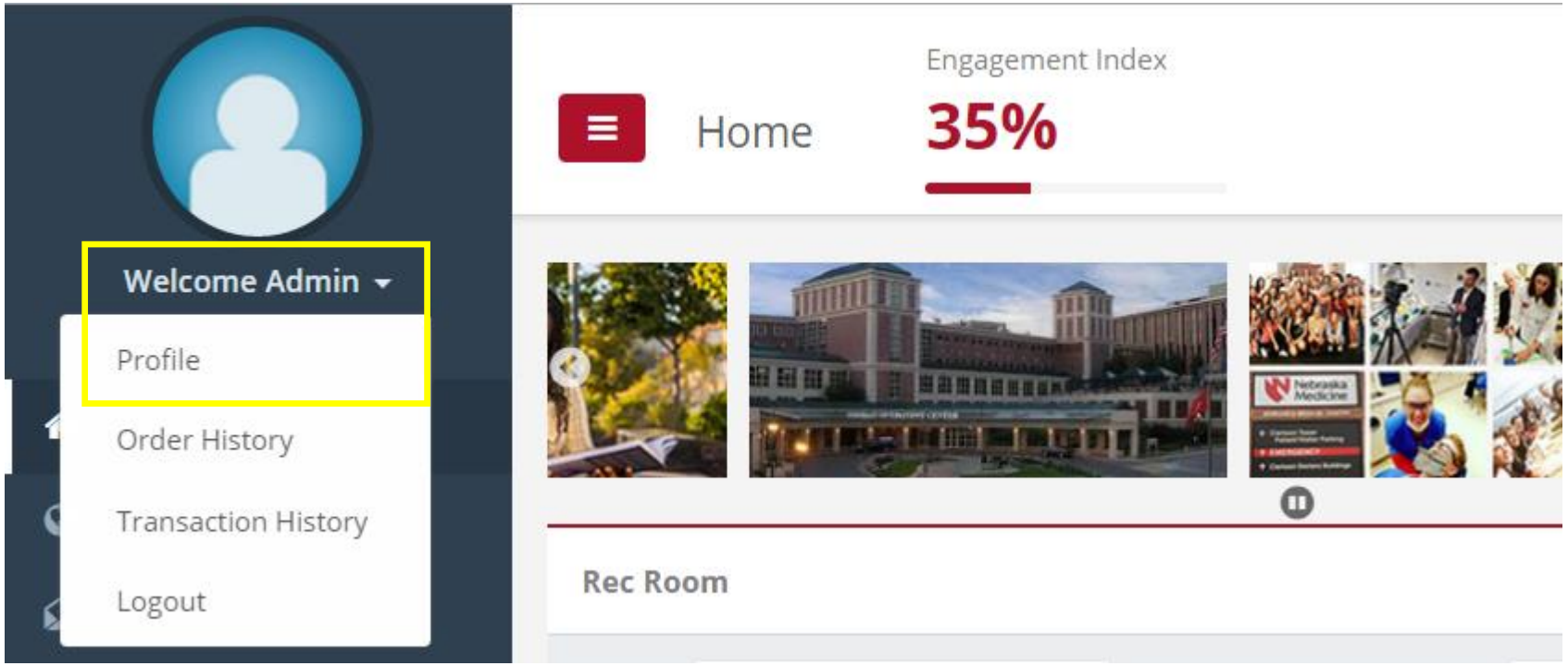


1 This is where you can see your available points balance that you can use to select a reward or multiple rewards.

2 You also have the ability to send Points to other participants with an eCard using the P2P Points available. These are separate points from your personal points available.

Updating Your Profile

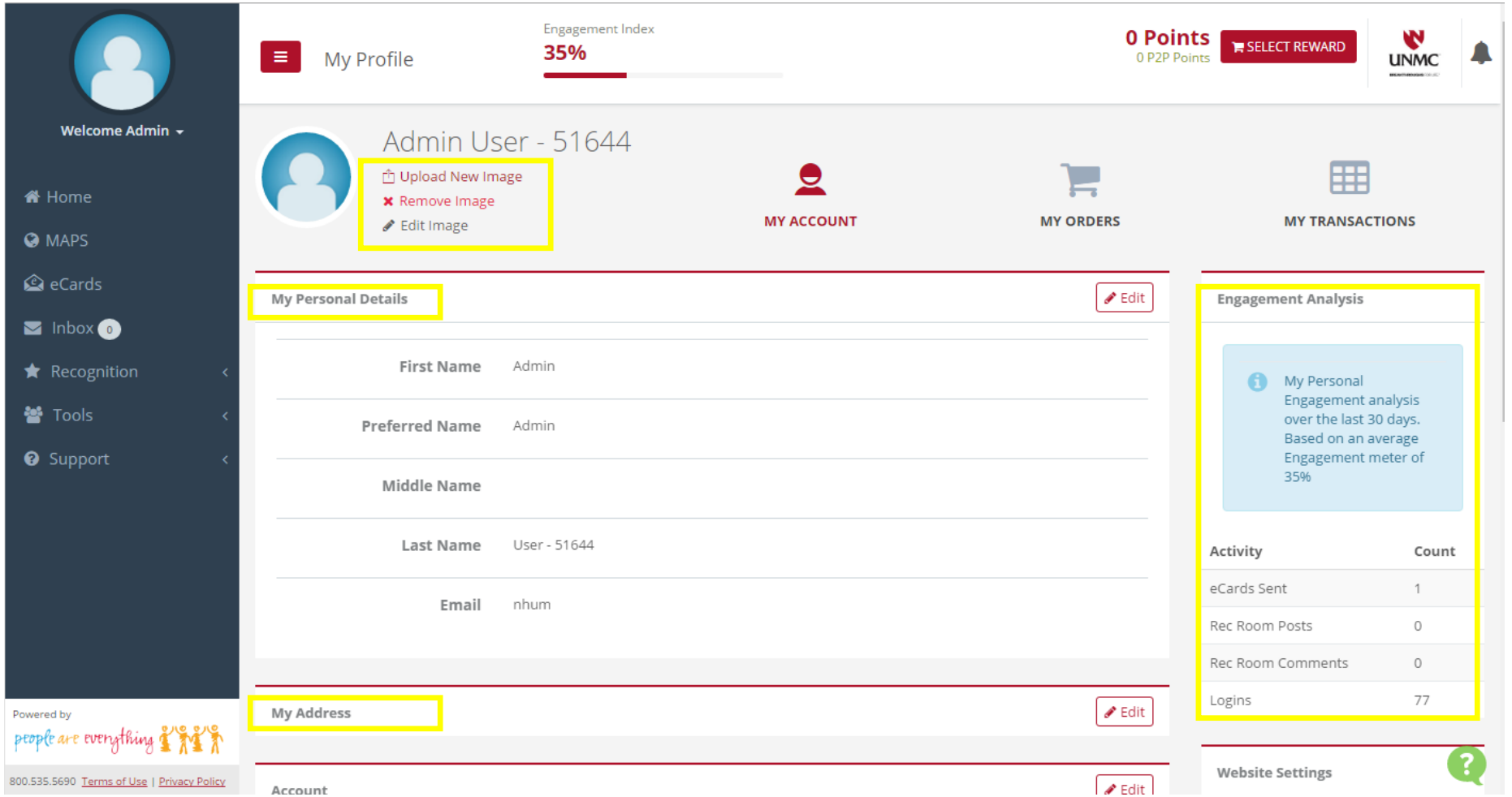
To access your Profile, click on the “Welcome” drop down and select “Profile”



Updating Your Profile

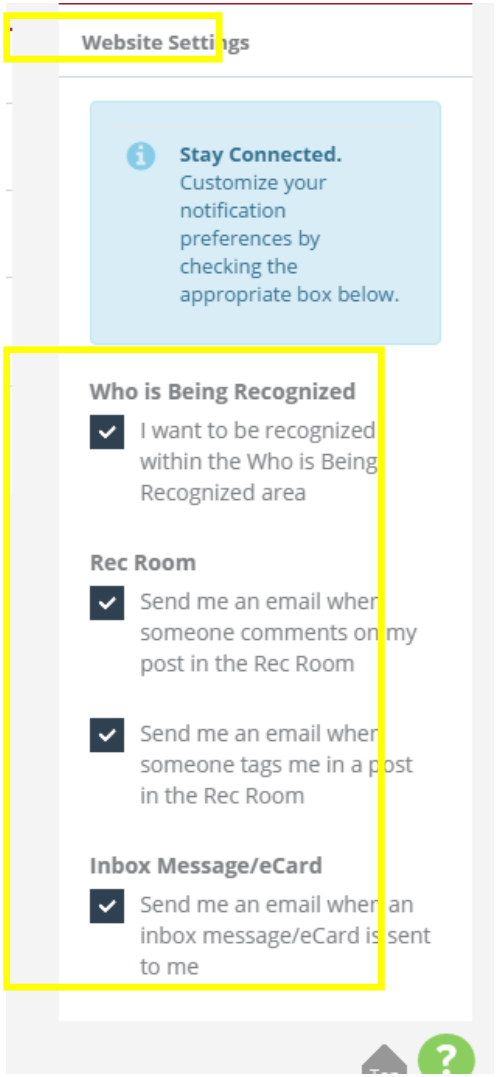
On your profile you can upload a photo image and change your name and address for shipping rewards.

You can also view your orders and transaction history along with any activity you have had on the site.



Updating Your Profile

You can also change your preferences on if you want your name displayed on the ‘Who Is Being Recognized’ on the home screen for your Years of Service and if you want to receive notifications from posts or eCards received.

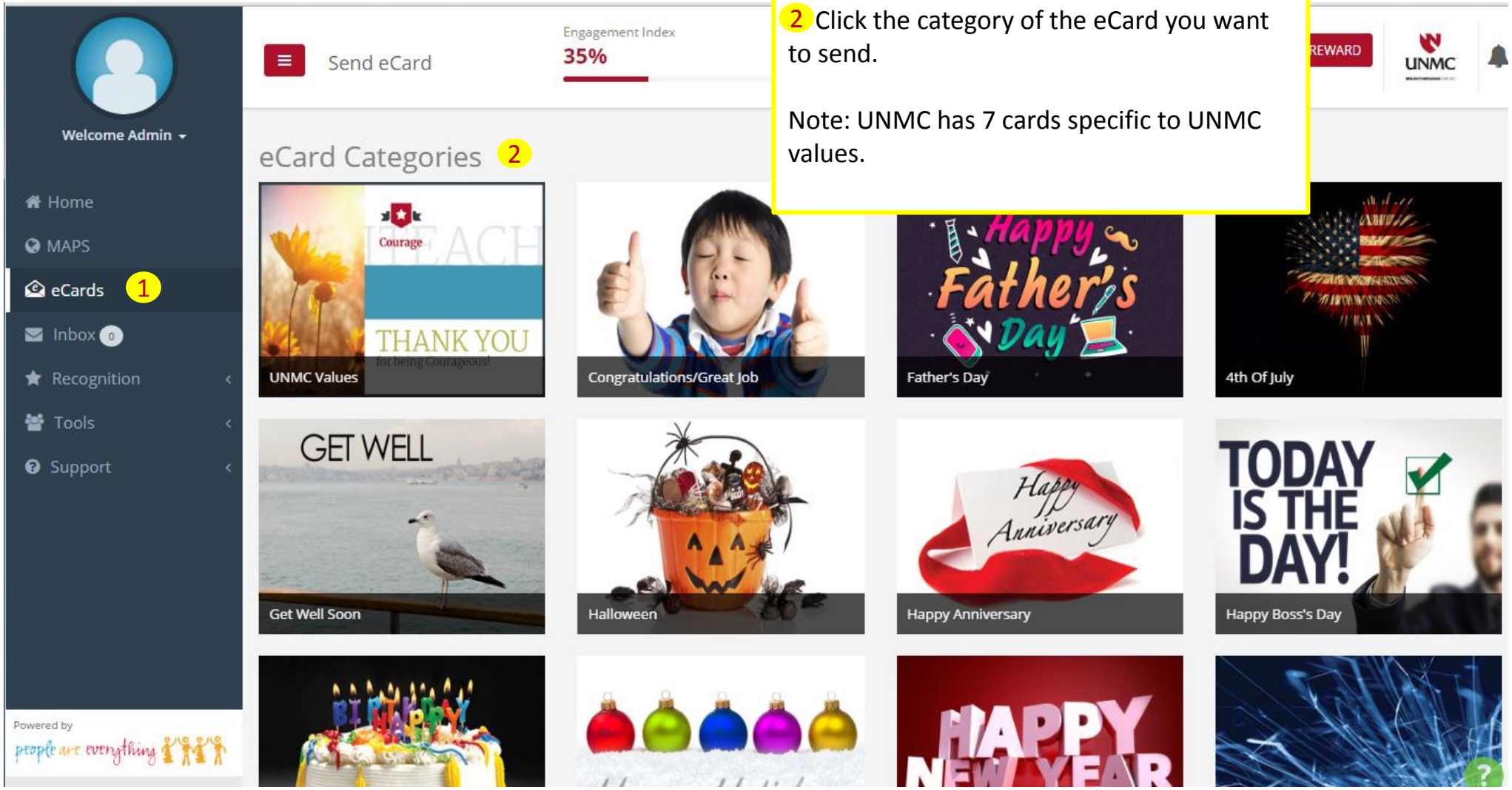


How to Send eCard

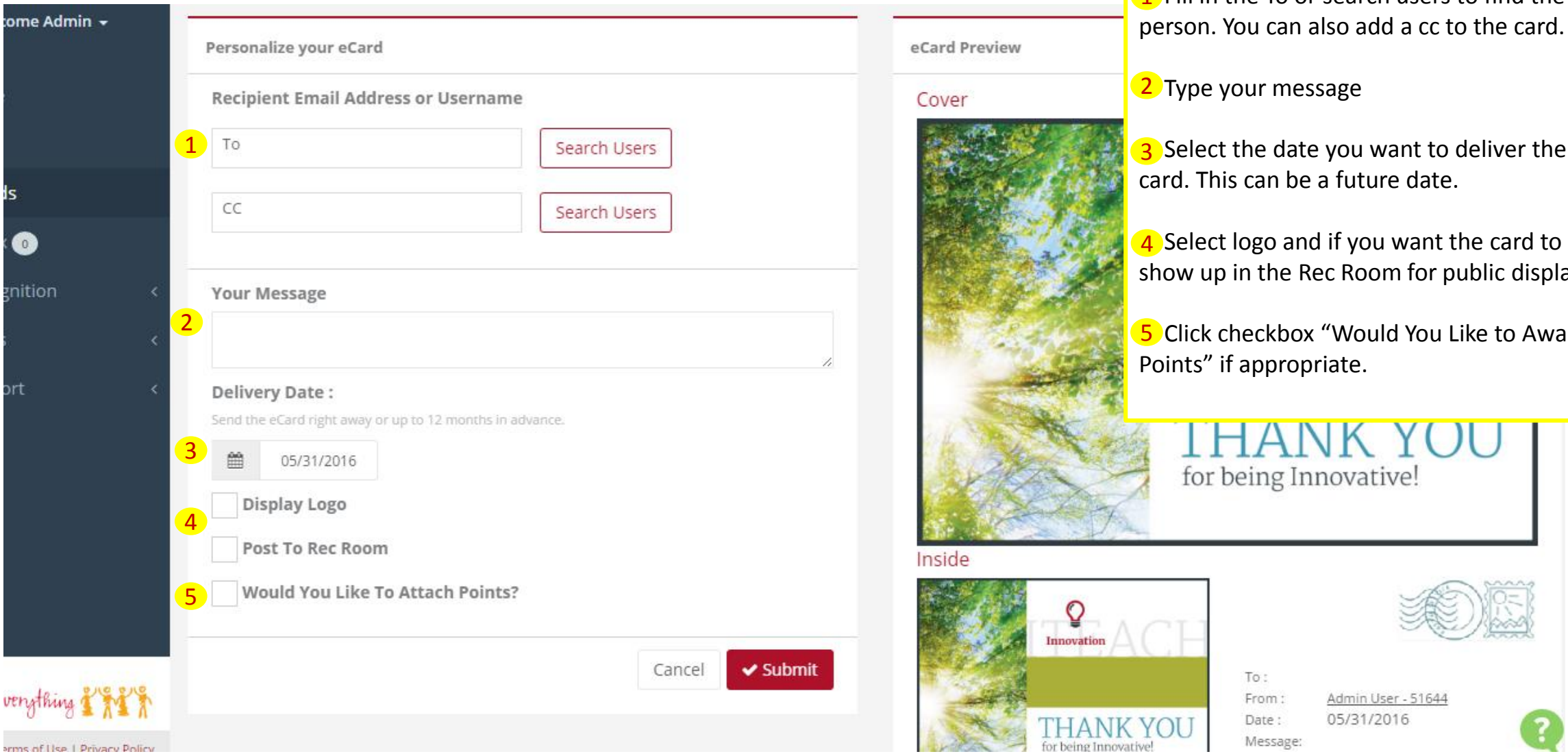
1 To send an ecard, Click on eCards on the left menu.

2 Click the category of the eCard you want to send.

Note: UNMC has 7 cards specific to UNMC values.

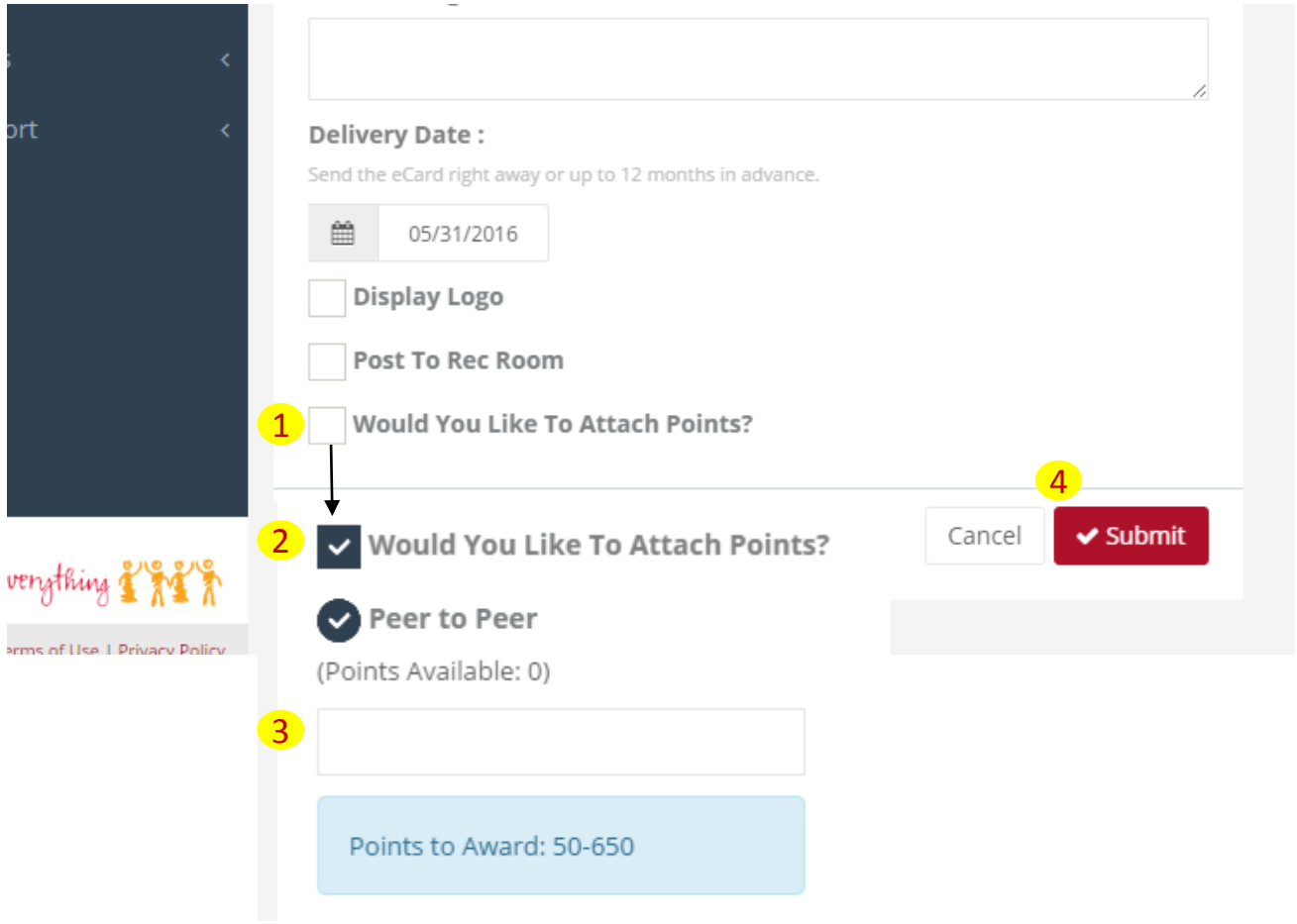


How to Personalize an eCard



1. Fill in the To or search users to find the person. You can also add a cc to the card.
2. Type your message
3. Select the date you want to deliver the card. This can be a future date.
4. Select logo and if you want the card to show up in the Rec Room for public display.
5. Click checkbox “Would You Like to Award Points” if appropriate.

How to give Points to an eCard



1 To give points from your P2P account, click the button 'Would You Like to Attach Points?'

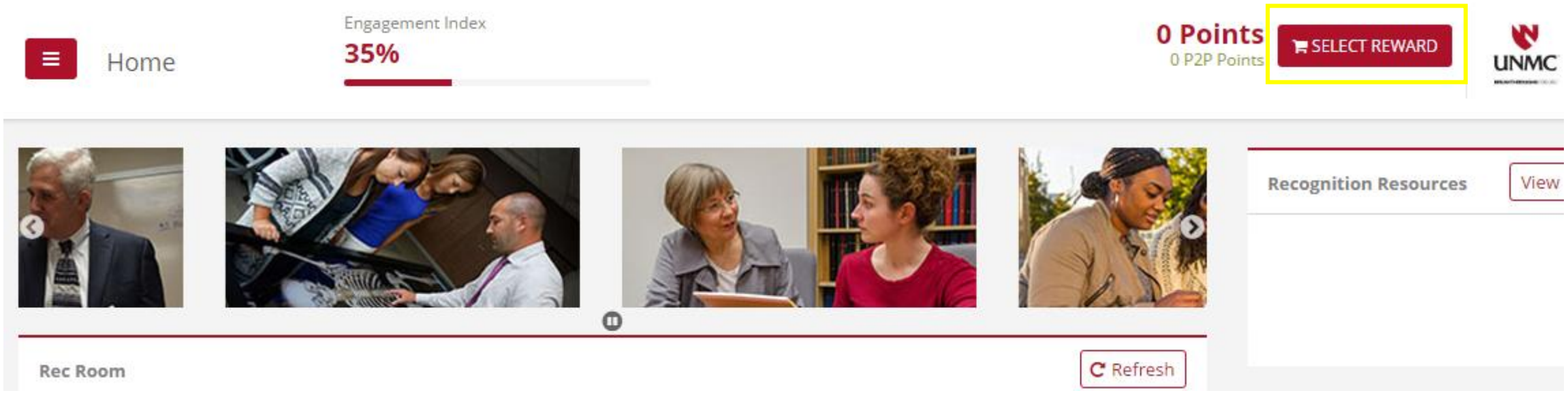
2 The checkbox will appear and another checkbox called "Peer to Peer"

3 Enter the number of points you want to give with the ecard.

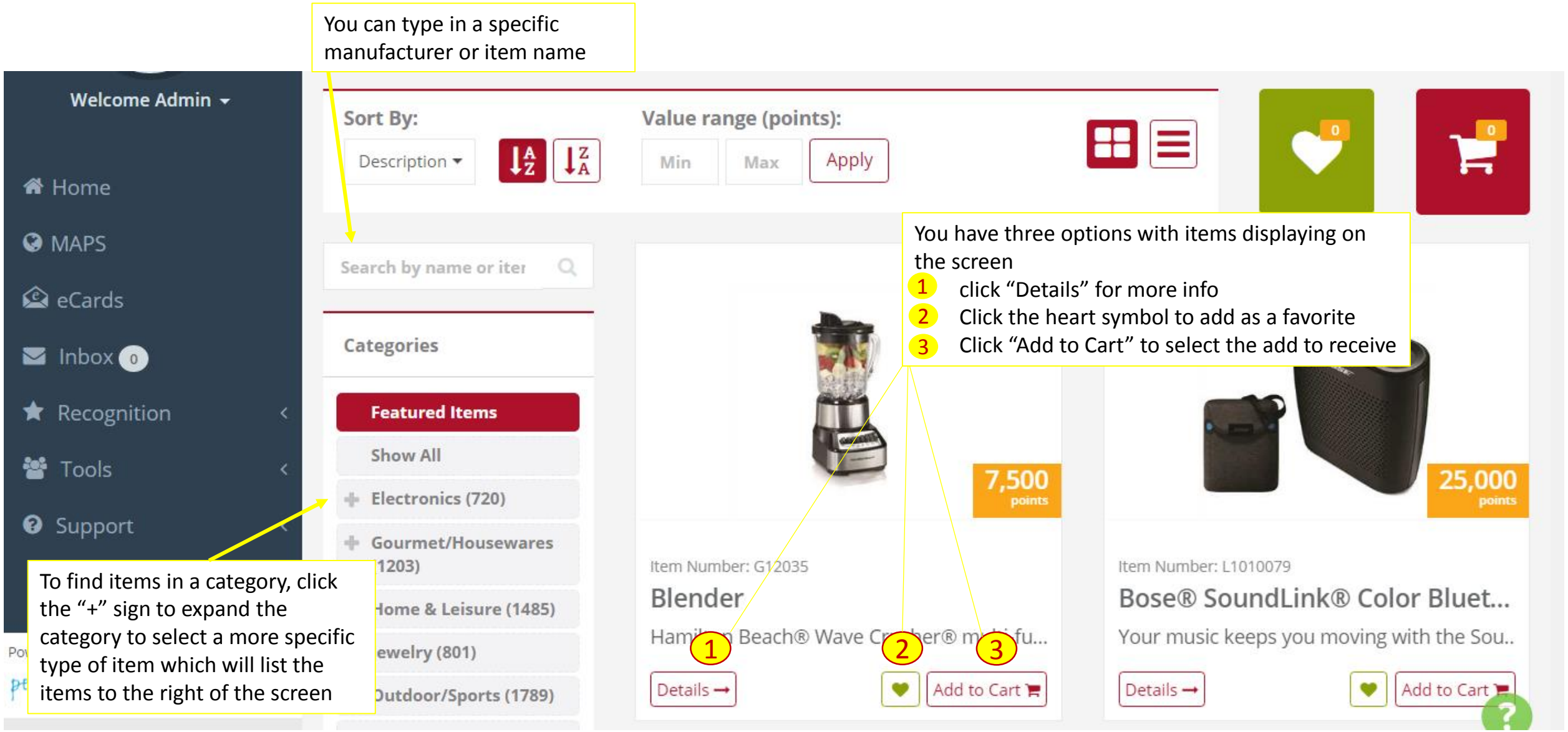
4 Click submit to send eCard. The points will be deducted at the time the eCard is "sent" by the date selected.

How To Search Reward Items Online

At the top of the page, click the “Select Reward” button to start your search for items available to choose from.



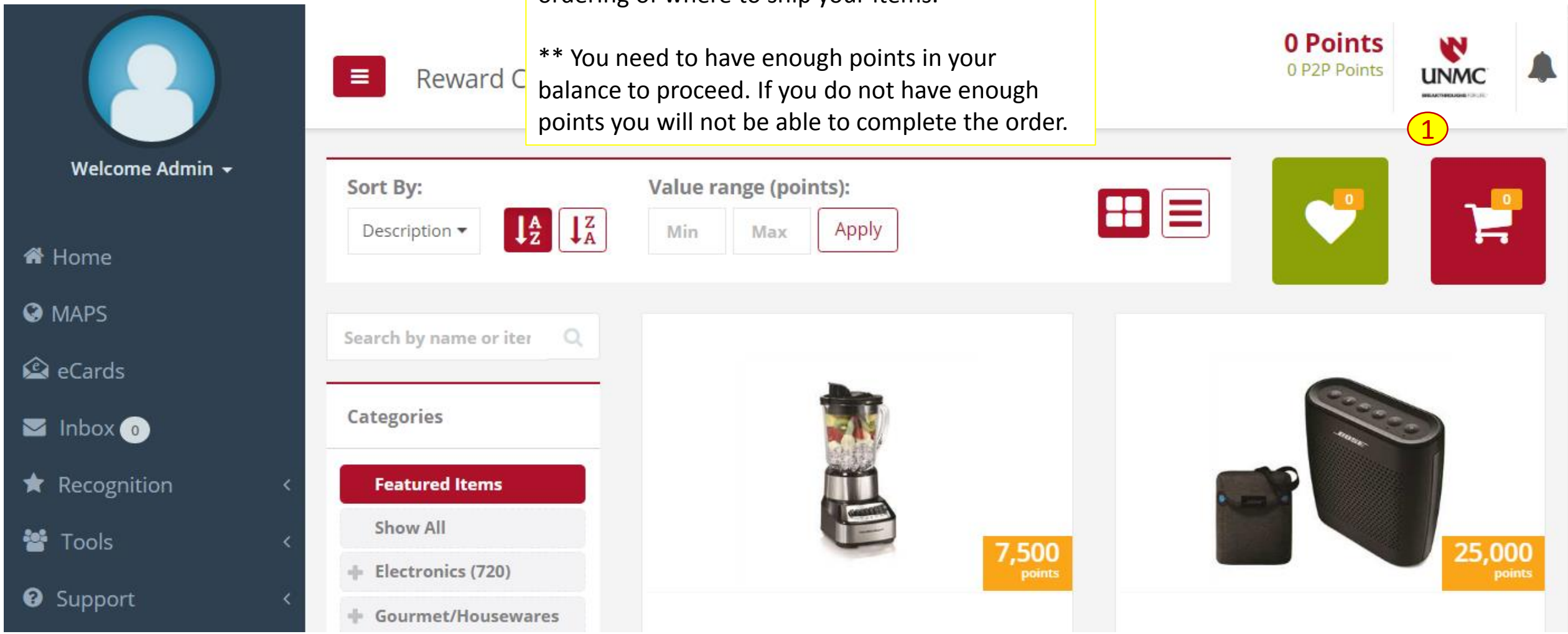
How To Search Reward Items Online



How to Order Your Reward(s)

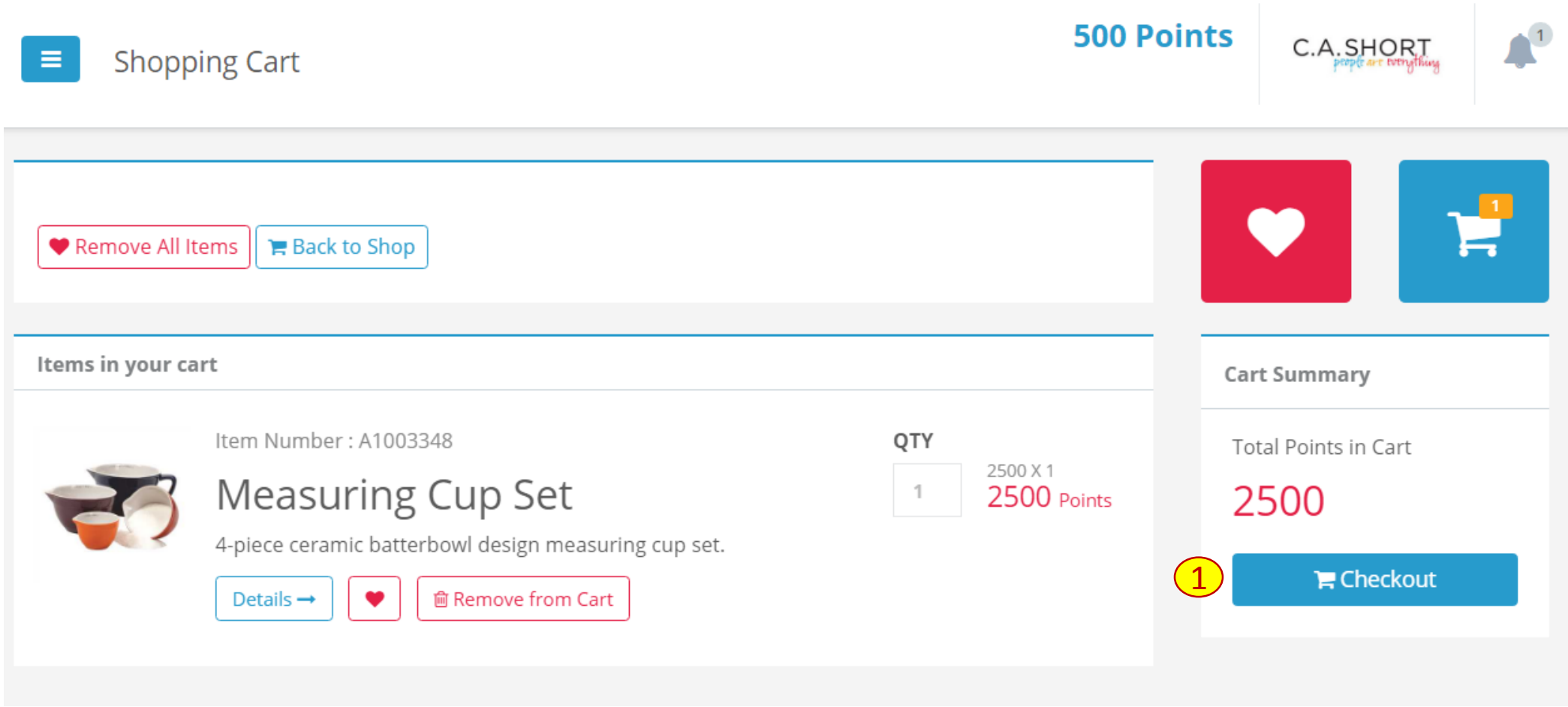
1 Once you select the item(s) you want to order, click the shopping icon button to start the ordering of where to ship your items.

** You need to have enough points in your balance to proceed. If you do not have enough points you will not be able to complete the order.



How to Order Your Reward(s)

1 Click the Checkout button below to complete the ordering.



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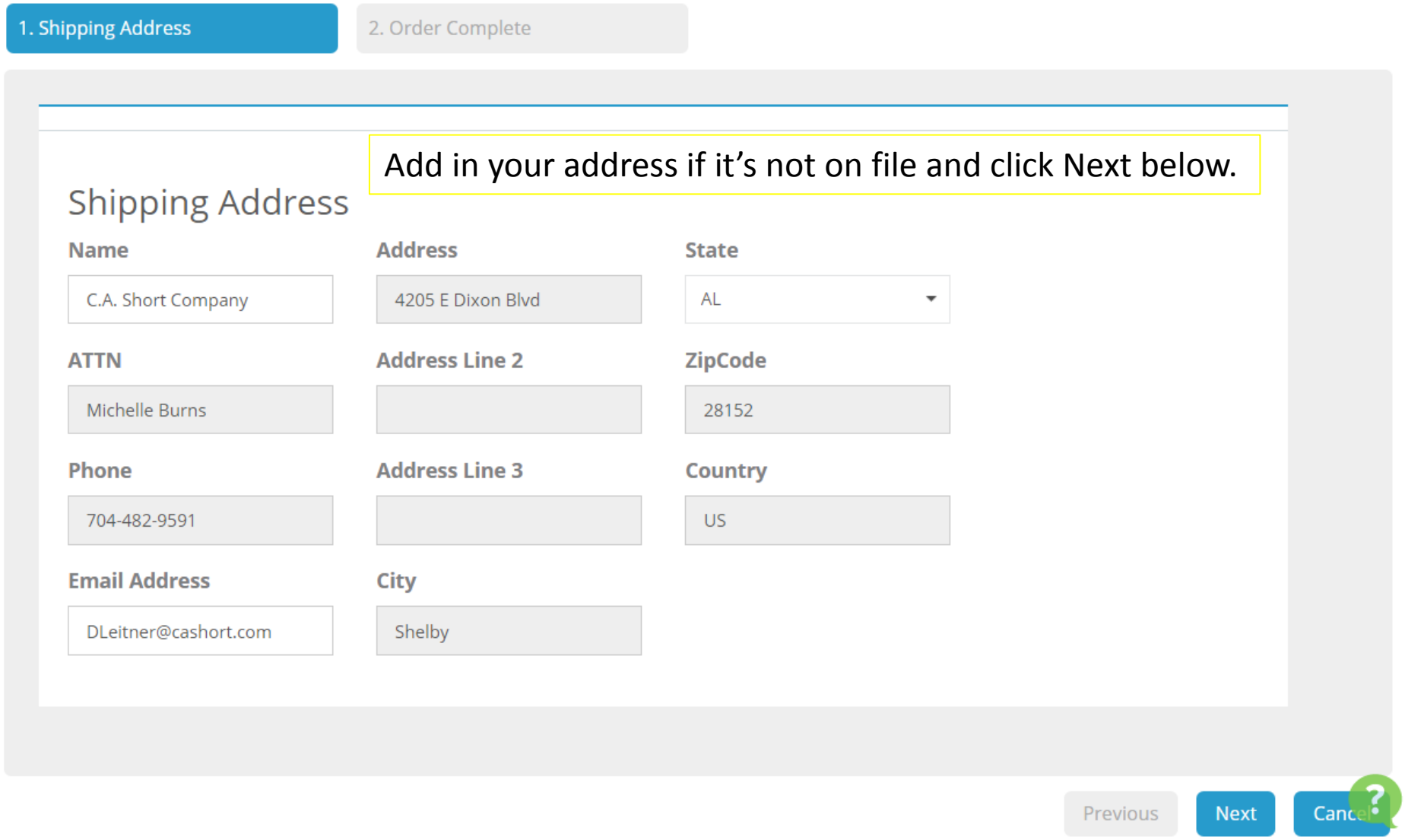
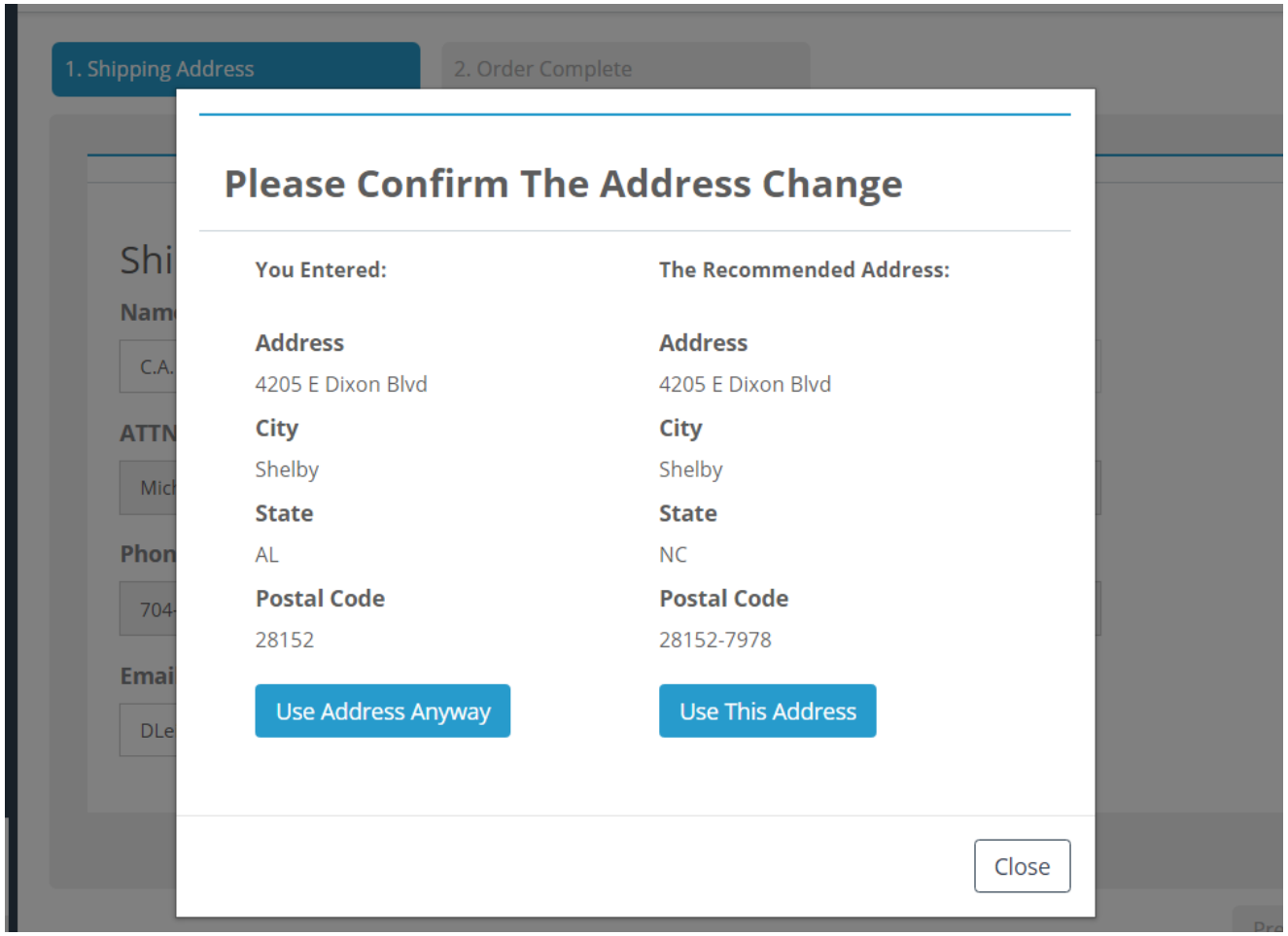
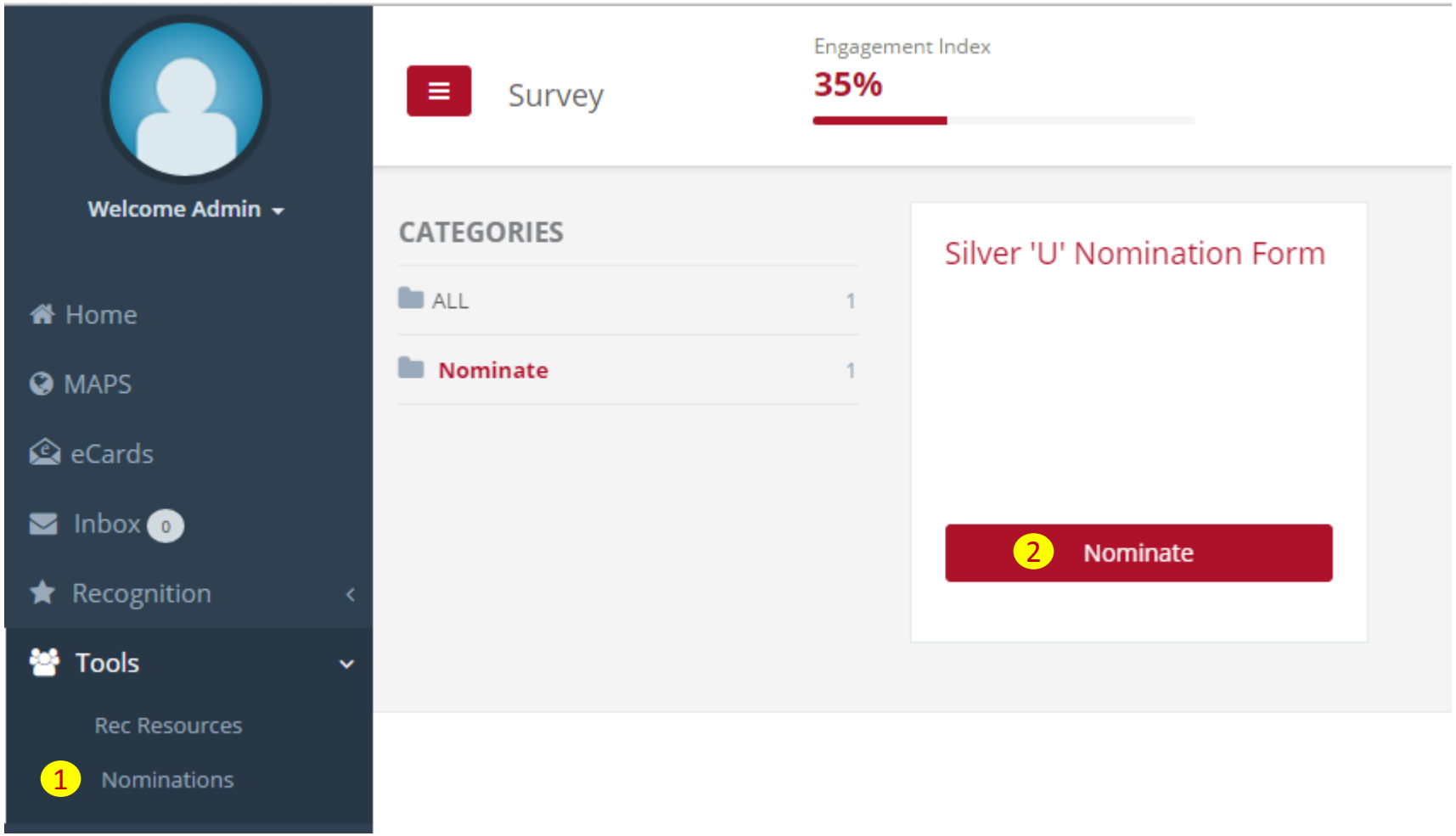


How to Order Your Reward(s)

Confirm the address you want to use by selecting one of the options below



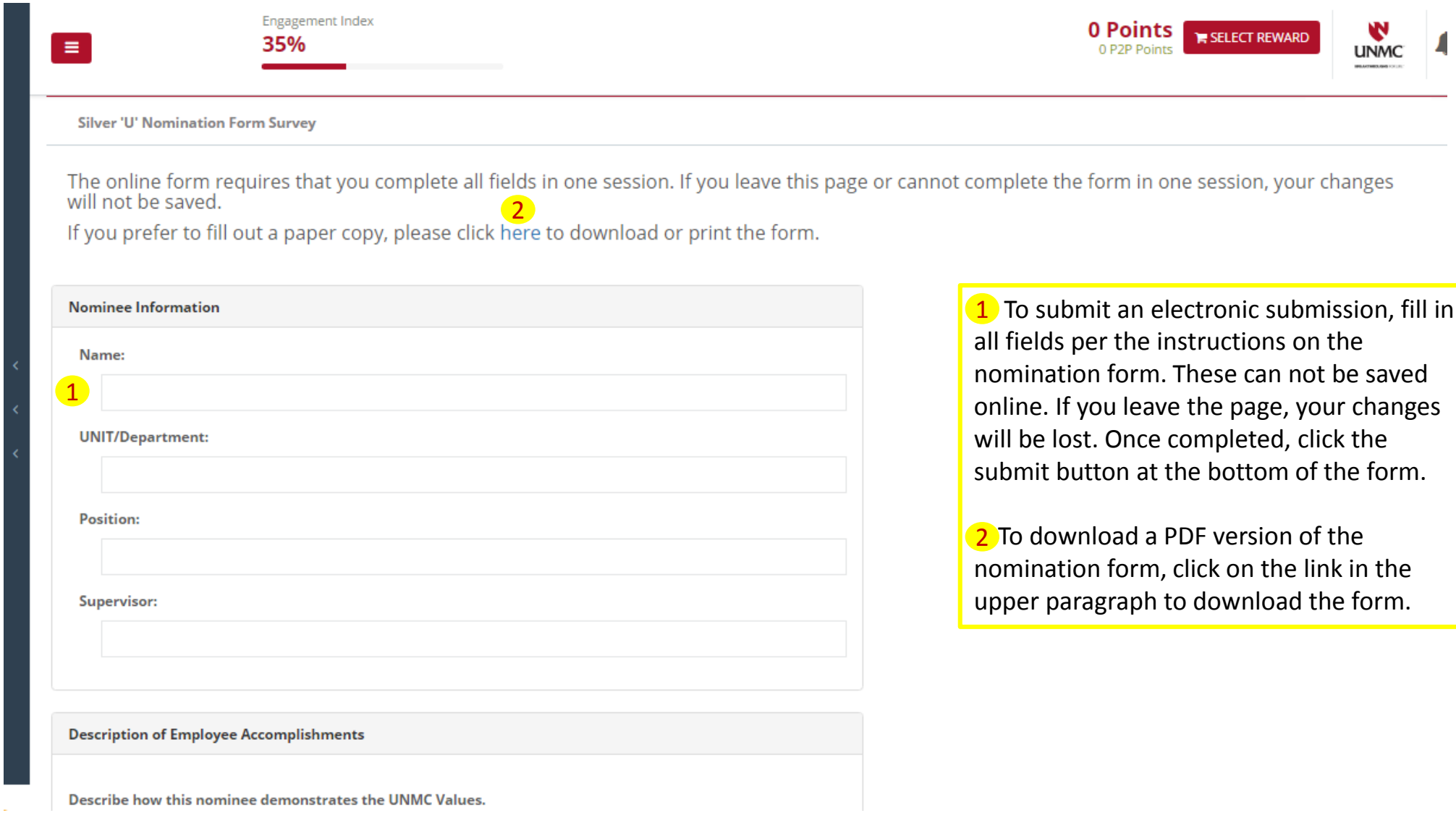
How to Submit a Nomination



1 To submit a Silver ‘U’ Nomination or Gold ‘U’ Nomination, click on the Tools Menu on the Left and click Nominations.

2 Select the Nominate button to start the submission.

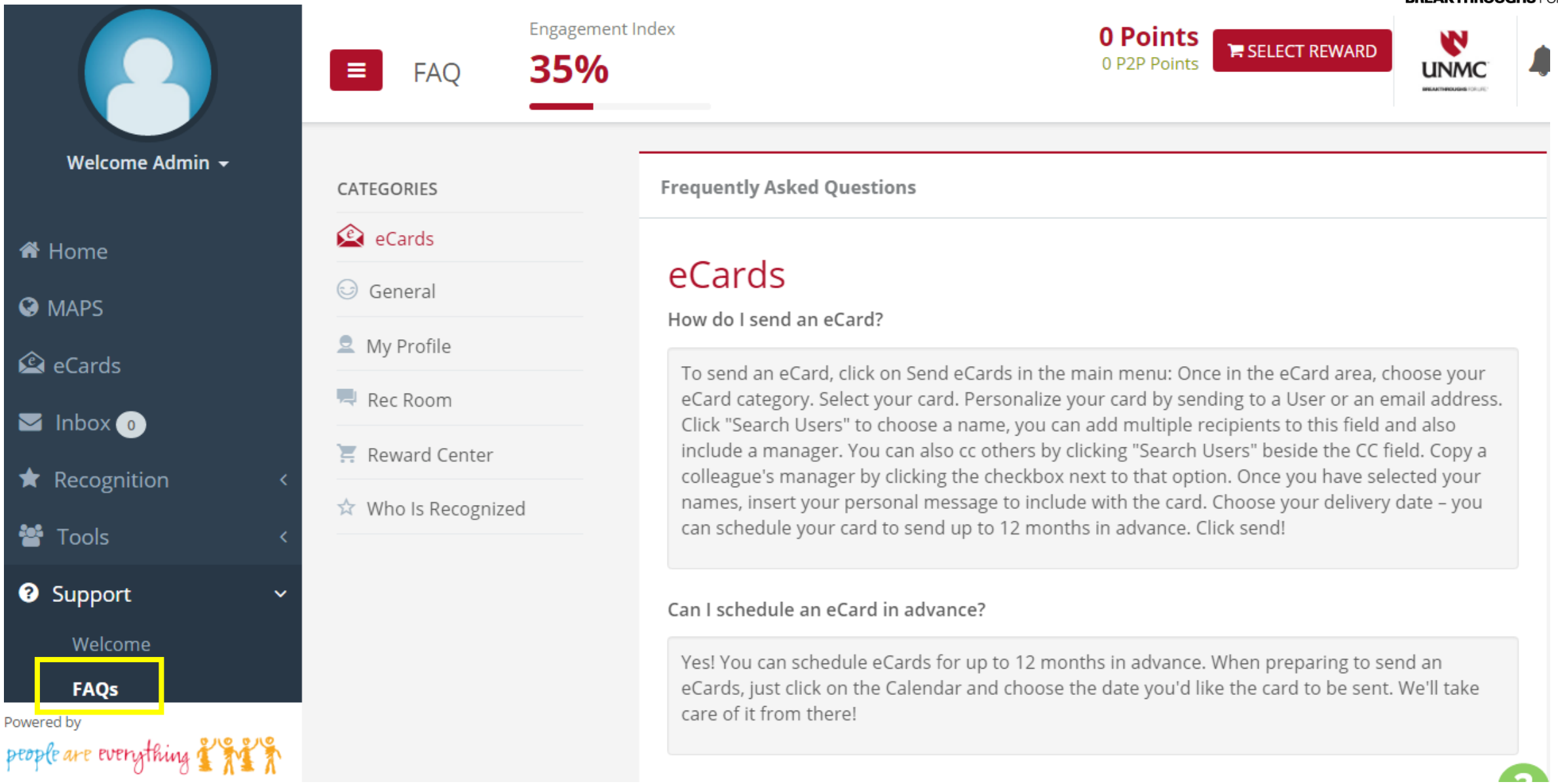
How to Submit a Nomination



1 To submit an electronic submission, fill in all fields per the instructions on the nomination form. These can not be saved online. If you leave the page, your changes will be lost. Once completed, click the submit button at the bottom of the form.

2 To download a PDF version of the nomination form, click on the link in the upper paragraph to download the form.

Additional Support – See FAQs



We hope you enjoy your new People Are Everything program platform.

If you experience any issues using the program, please contact customer support at 800.535.5690 or via email at Help@PeopleAreEverything.com.

We would love to hear your feedback regarding the new People Are Everything program platform! If you have any comments or suggestions to share, please email unmcrewards@unmc.edu .