# Newcomers' Tasks Timeline
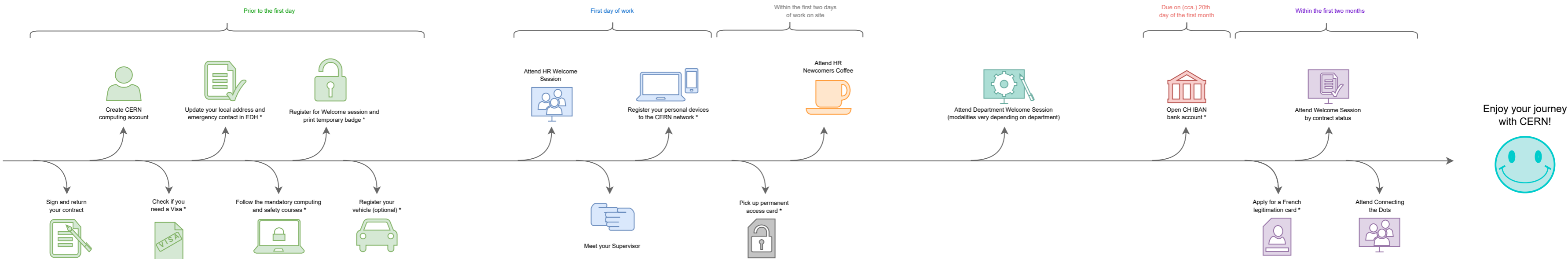
First week "essentials": a schematic guide to the various key tasks to complete in your first days at CERN

**Prior to the first day**

Create CERN computing account

Update your local address and emergency contact in EDH *

Register for Welcome session and print temporary badge *

Sign and return your contract

Check if you need a Visa *

Follow the mandatory computing and safety courses *

Register your vehicle (optional) *

**First day of work**

Attend HR Welcome Session

Register your personal devices to the CERN network *

Meet your Supervisor

**Within the first two days of work on site**

Attend HR Newcomers Coffee

Pick up permanent access card *

Attend Department Welcome Session (modalities very depending on department)

**Due on (cca.) 20th day of the first month**

Open CH IBAN bank account *

Apply for a French legitimation card *

**Within the first two months**

Attend Welcome Session by contract status

Attend Connecting the Dots

Enjoy your journey with CERN!

**Legend:** Icons marked with * are hyperlinked: click on the icon for more information

**Check it out!**

Before I arrive formalities:	https://hr.web.cern.ch/before-i-arrive
My first week at CERN:	https://hr.web.cern.ch/my-first-week
Life at CERN:	https://hr.web.cern.ch/life-cern

**If you need help or support, don't hesitate to reach out!**	https://hr.web.cern.ch/i-have-question-who-can-i-contact