APRIL 14, 2015 E-MAIL

Forget Indexes. We will have SmartTags in Workday!

- A SmartTag is a shortcut used in Workday to default in the full accounting string required to post a financial transaction.
- Does not replace key elements of the Financial Data Model for reporting and summarizing financial information.
- Just a shortcut for data entry with an easily recognizable description.

Big Changes for OPS Hourly Employees!

- OPS hourly employees (including student OPS) will be required to 'check in' and 'check out' in Workday in real time.
- Departments currently using time clocks for OPS staff will no longer do so.
- More detailed information will be posted on the Workday website as we move closer to go-live.

Timekeeping Questions and Answers

- The Workday Website FAQs have recently been updated!
- New questions and answers regarding Timekeeping

Heads Up! Year - End Deadlines

- Since Workday is going live on July 1, 2015, the deadlines you may be used to relating to year end activities are different this year.
- Click here for Fiscal Year End Deadline Information for 2014/2015.