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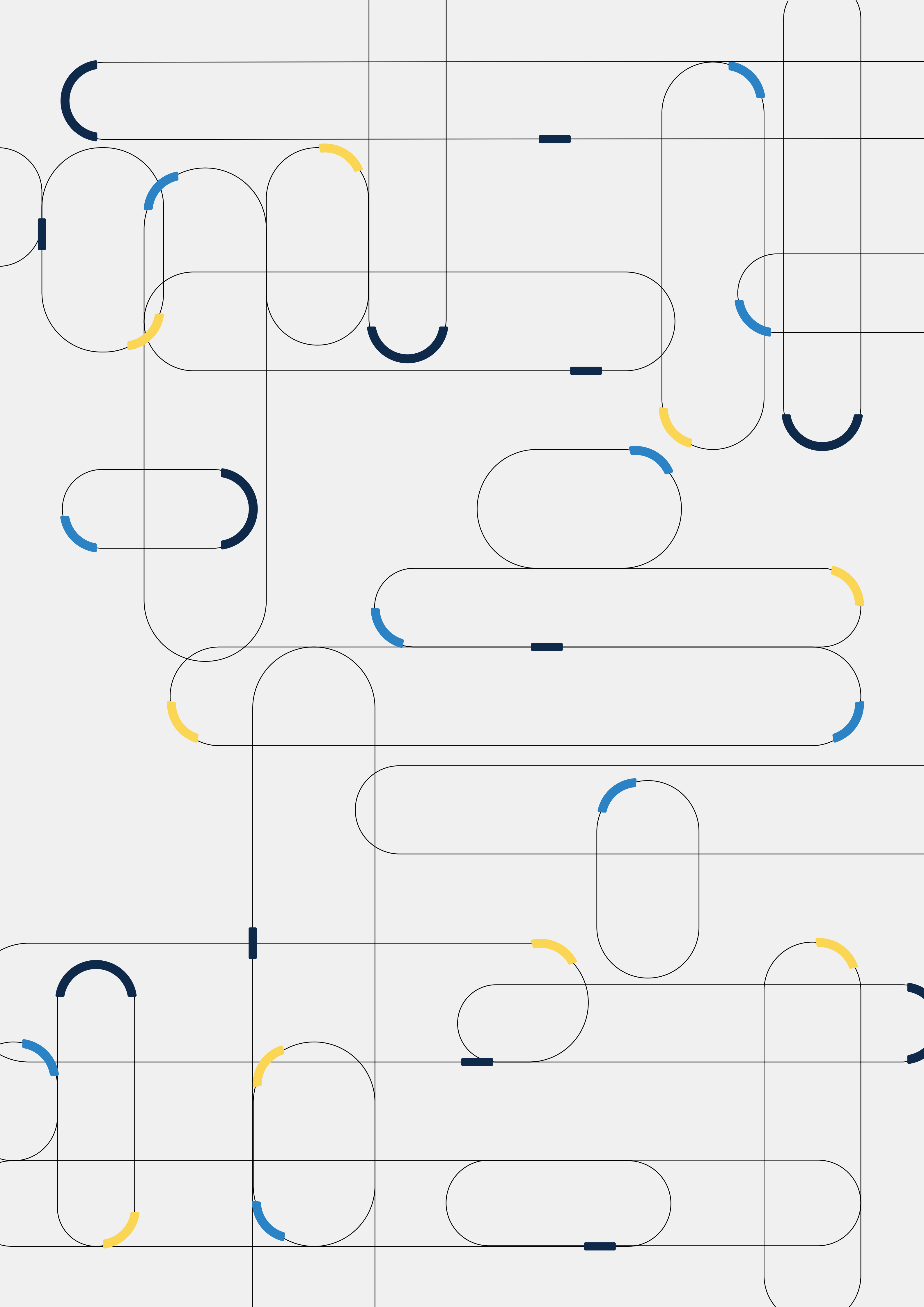
Workday® Updates 2025R2

Integrum's Summary

October 2025

Integrumresources.com



We’re all about clarity. Our mission?

To break things down as simply as possible.

This guide is your inside scoop on Workday®’s latest release — 2025 Release 2 — with Integrum’s handpicked highlights. We chose these features based on their real-world impact.

How’s this different from what you’ll find in Community?

We’re not saying it’s better — but it’s been carefully curated to be easier and friendlier to understand. Think of it as your go-to playbook, packed with real-life examples and a practical take on the challenges this update solves.

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Integrum Highlights

Request Compensation Change Event Analytics

Current Challenges:

In salary reviews, timing is everything. Previously, the embedded analytics inside a Request Compensation Change event couldn't be refreshed. That meant managers and comp teams had to rely on stale data, risking outdated insights during critical decisions.

Our Perceived Value VS. Effort:

This fix is a quiet game-changer. By enabling refresh functionality directly in the event, Workday® ensures analytics always reflect the latest information. That means:

- Up-to-Date Insights – Salary review decisions are based on current data, not old snapshots.
- Smarter Decisions – Leaders can respond to changes instantly instead of chasing numbers elsewhere.
- Zero Setup – No configuration needed; it just works.

What you need to do:

- Run a Request Compensation Change event in your tenant.
- Look for the refresh option within the embedded analytics.
- Confirm analytics update instantly, giving you a real-time view during salary reviews.

Think of it as Workday® finally giving your comp events a built-in "refresh button," so you're never stuck making decisions with yesterday's data.

Taxes on Employee Termination Payments

Current Challenges:

Handling Employee Termination Payments (ETPs) in Workday® used to be limited. The system struggled with complex scenarios such as:

- Combined R (redundancy) and O (other) payments.
- Installments spread across multiple pay periods.
- Cross-year terminations where payments extended into a new financial year.
- On top of that, reporting options lacked the depth needed for compliance and clear payroll audits.

Our Perceived Value VS. Effort:

This update expands tax coverage to cover all those edge cases—so whether you're processing an R + O combo, paying out installments, or handling a termination that spills into the next year, the system keeps everything accurate and compliant. Think of it like having subtitles finally sync correctly in your favorite show: smoother, more reliable, and no more awkward gaps.

The value is high because compliance risks drop and reporting gains more depth with new CRFs and PCRCs. The best part? It's an automatic update, so there's no setup—just immediate improvements.

What you need to do:

Run test payrolls that include:

- R and O Combinations.
- Installments.
- Cross-year payments.

Then update your reports and payslips to reflect the new CRFs, and validate PCRCs to make sure values align. If you do nothing, the feature still runs automatically, but validating ensures your payroll and reporting stay rock solid.

Payroll Input Not Processed Report

Current Challenges:

Reports weren't behaving as expected: after payroll completion and a worker's pay group reassignment, retro payroll inputs from the old pay group would still show up. This caused reporting errors, extra checks, and a whole lot of confusion for payroll admins.

Our Perceived Value VS. Effort:

This fix is all about accuracy and peace of mind. Now the report only shows relevant payroll inputs tied to the correct pay group, cutting out the noise. High value, zero effort — payroll teams can trust the data without wasting time double-checking. Think of it like cleaning out a playlist: no more old tracks sneaking in and messing with the vibe.

What you need to do:

Nothing complicated. Just run the Payroll Input Not Processed Report after payroll completion and a pay group change to validate. Confirm that retro inputs from prior groups no longer appear. Once you see it, you'll know reporting is cleaner and sharper by design.

Security Admin Hub

Current Challenges:

Security admins had to jump between multiple tasks and reports to manage accounts, policies, and activity. This scattered approach made it harder to quickly track issues like failed sign-ins or locked accounts, increasing the risk of missing something important.

Our Perceived Value VS. Effort:

Enter the new Security Admin Hub—your one-stop shop for all things security in Workday®. Think of it as a command center where everything is finally in one place:

- Overview dashboard: Track sign-ins (successes and failures) and see how many accounts are locked.
- Accounts: Manage user, implementer, and ISU accounts.
- Authentication: Set security policies, MFA, IP rules, and more.
- Configurable Security: Handle roles, groups, domains, and user activity.
- New reports: Visibility into locked/active accounts, recent sign-ins, and ISU/ Implementer activity.

It saves time, improves visibility, and makes spotting and fixing issues way faster. Effort? Minimal. And really, when it comes to security, it's better to invest a little setup time than cut corners.

What you need to do:

How to Turn On the Security Admin Hub

- Enable the functional area: Turn on the Security Admin Hub functional area.
- Set permissions: Enable the Security Admin Hub domain and assign the right security group access to see all tasks and reports.
- Customize (for everyone): Use the Maintain Hubs task to adjust the layout—but note, changes apply to all users, not just individuals.

Edit Job Requisition

Current Challenges:

In the Edit Job Requisition task, Workday® saved role changes even when users hit Cancel. That meant:

- Unintended role assignments for recruiters, HR partners, or managers.
- Broken approval chains and misrouted workflows.
- Access issues that were hard to trace.
- Missing audit trails, creating compliance risks.
- User confusion—“Cancel” didn’t actually cancel.

Our Perceived Value VS. Effort:

This fix makes Workday® behave the way users expect. Cancel now truly cancels.

- Accuracy restored: No more accidental role assignments.
- Clean workflows: Approval routing and access stay intact.
- Compliance-ready: Audit trails reflect only intentional changes.
- Clarity for users: Cancel = discard, Submit = save.

The value is high while the effort is low. The change is automatic, meaning less admin troubleshooting and fewer confused users.

What you need to do:

Run this quick validation scenario:

01 Open the Edit Job Requisition task.

02 Add or remove a role in the Assign Roles section.

03 Click Cancel.

04 Confirm that Workday® does not save the update.

That’s it—no extra configuration required.

Request Time Off and Leave Security Access

Current Challenges:

Workday®'s security model for Request Time Off and Leave had some blind spots:

- It was tricky to separate time off vs. leave of absence access.
- Admins had to choose between granting too much or too little visibility.
- Managers and delegates sometimes missed requests altogether.
- Integrations with payroll, time tracking, and benefits weren't always clean.
- New hires faced gaps in effective-dated access, slowing down setup.
- Sensitive leave data risked compliance issues if access wasn't locked down.

Our Perceived Value VS. Effort:

This update tightens security while keeping the experience simple. Here's what it delivers:

- Stronger data privacy → Absence and HR Partners only see requests within their scope, keeping things aligned with GDPR, HIPAA, and local laws.
- Consistency → Absence processes now follow the same rules as staffing and compensation.
- Audit-ready → Limited access ensures every action ties back to an authorized user.
- Fewer errors → Out-of-scope leave requests can't be processed anymore.
- Cleaner experience → HR only sees the employees they support, reducing noise and confusion.

Effort? Basically none. It's a high-value, minimal-effort fix that strengthens both compliance and usability.

What you need to do:

Nothing at all. The update is automatically available, so you just start benefiting from the improved security model right away.

HCM Admin Hub

Current Challenges:

Before the HCM Admin Hub, managing HCM setup felt like running errands across a city with no map. Tasks were scattered across different modules—Core HCM, Recruiting, Compensation, Benefits, Absence, Time Tracking, and Scheduling—making it harder for admins to know where to go. On top of that, many didn't even know all the reports or features available, which hurt adoption and slowed them down. And while the hub is automatic, there's still a need for customization so it fits each organization's workflows.

Our Perceived Value VS. Effort:

Value:

High: Centralized access reduces time spent searching for tasks/reports, improves administrator productivity, and ensures better visibility into new feature releases.

Effort: → Low

This is automatically available, technical lift is minimal. Configuration (titles, links, navigation) requires modest setup but not heavy implementation work.

The main effort will be user orientation and adjusting training/job aids to reflect the new consolidated hub navigation.

What you need to do:

Enable & configure: It's automatically on, but use the hub settings to align navigation and links with your org's workflows.

Customize: Adjust sidebar, suggested links, and hub titles.

Train: Update training and job aids so admins know where to find everything in the new layout.

If you skip it, you'll still have the hub, but without tailoring it, admins may not get the full benefit. A little effort here gives you smoother processes and better adoption in the long run.

Time Management Hub

Current Challenges:

Managing time-related tasks in Workday® used to feel like a scavenger hunt — absences, time tracking, and scheduling were scattered across different areas, making it hard for employees to stay organized and efficient.

Our Perceived Value VS. Effort:

The new Time Management Hub puts everything time-related in one place — from requesting absences and checking in/out to entering time and viewing schedules. No more jumping between screens!

It also introduces smart features like:

- "My Expiring Accruals" and "Absence Balances" cards for quick visibility into time off status.
- A configurable navigation menu, so organizations can tailor the experience to fit their workforce's needs.

This is a high-value, moderate-effort update that transforms how employees interact with time-related tasks — making the experience faster, smarter, and more user-friendly.

What you need to do:

01

Configure the Self-Service: Time Management Hub domain in the Time Off and Leave, Time Tracking, and Workday® Scheduling functional areas.

Note: A configurable navigation menu, so organizations can tailor the experience to fit their workforce's needs.

02

Use the Maintain Hubs task to configure the hub based on your organization's needs, including.

03

Adding announcements for specific populations:

- Adding suggested links.
- Configuring quick actions and hub navigation items.

What Happens if I do Nothing?

If you do nothing, your users can't access the Time Management Hub.

Bank Account Verification for Payment Elections

Current Challenges:

The main challenge was the risk of fraud and unauthorized changes to bank account information used for payroll payments. Without a way to verify bank details, someone could potentially change account numbers through phishing or other attacks, leading to serious security issues. Workday® needed a way to protect employees and organizations from these threats by making sure only valid and authorized changes are allowed.

Our Perceived Value VS. Effort:

Workday® is stepping up payroll security with bank account verification screens for payment elections. Now, when users try to update their bank info, the system checks if the account number or IBAN is valid and blocks access after too many failed attempts. It's a smart way to prevent fraud, protect sensitive data, and give organizations more control. Bonus: there are tools to unlock access if someone gets blocked and help messages can be customized to guide users through the process.

This is a high-value update for any organization focused on payroll safety. It boosts security, reduces fraud risk, and gives admins more control—even with a moderate effort it's setup that's well worth the effort.

What you need to do:

01

Access the Edit Tenant Setup - Financials task.

02

Select the Bank Account Masking for Payment Election check box.

03

Enable Bank Account Verification for Payment Elections.

04

Configure the maximum attempts on the Maximum Attempts Override for Payment Election Verification field.

05

On the Maintain Payment Elections Help Text task, enter the help text that displays on the lockout screen.

06

Provide access to users to the new domain Manage: Unlock Payment Elections Access. This provides users access to the Unlock Payment Election Access task.

What Happens if I do Nothing?

Workday® won't require the user to verify their bank account before making changes.

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Click Here!

Content

03

04

Absence

01

Absence Management REST APIs

Current Challenges:

The challenge appears to be the need for more robust, flexible, and automated integration between Workday® and external systems—especially for payroll processing and regulatory reporting.

Prior versions lacked sufficient support for:

- Time off entries crossing midnight, which can complicate payroll and compliance.
- Worktag configurations, which are essential for categorizing and tracking time off accurately.
- Custom fields on leave events, which organizations may use for internal tracking or compliance.
- Validations to prevent incorrect time off requests, especially when forfeiture or worktags are involved.

Our Perceived Value Vs. Effort:

The new API version brings high value with minimal effort. It improves automation by reducing manual data entry and minimizing errors in payroll and compliance tasks. It also offers greater flexibility, making it easier to manage complex time-off scenarios—like shifts that cross midnight or those categorized by specific worktags. On top of that, data retrieval is enhanced, allowing for more detailed reporting and analytics. Integration with external systems is smoother too, thanks to standardized REST APIs that simplify syncing with Workday®.

What you need to do:

The setup is automatic, so there’s no need for manual configuration to start using the new API.

Plus, it’s likely designed to be backward compatible, meaning it should work well with existing integrations without causing disruptions.

02

Time Off Crosses Midnight Indicator

Current Challenges:

Before this, if someone's time off spilled past midnight, it wasn't easy to spot. Managers could misread schedules, workers could get flagged for errors, and suddenly a simple night off looked like a compliance issue.

Our Perceived Value Vs. Effort:

Now, Workday® throws in a clear indicator when time off stretches across midnight.

Value:

Big clarity win — fewer mix-ups, fewer back-and-forths, smoother approvals.

Effort:

Zero — this upgrade just rolls out, no clicks or configs needed.

What you need to do:

Nothing! The indicator is already live.

Just keep an eye out when reviewing time off requests — the midnight flag will be right there.

03

U.S. Federal - View Absence Type Code Mapping

Current Challenges:

Before this update, U.S. Federal customers didn't have a read-only way to check historical, current, or future pay status code mappings. That meant every time you peeked at the setup, you were at risk of accidentally editing something. Tracking changes became messy, kind of like trying to proofread a doc in edit mode instead of view mode—one slip and you've made an unintentional change.

Our Perceived Value Vs. Effort:

This one's all about control and peace of mind. It gives users a safe, read-only window into those mappings without disrupting how things already work. The effort is low (mostly security setup), but the payoff is clarity and security. Think of it as flipping on "view-only" in Google Docs—you can see everything without the stress of messing anything up.

What you need to do:

Assign intended users to the right security group and update permissions in the Set Up: Leave of Absence and Set Up: Time Off domains so they can access the new report. If you skip this step, users can still use the editable task, but they'll miss out on the new read-only view.

04

Payout of Expiring Accruals

Current Challenges:

Think of unused time-off like those frequent flyer miles that vanish if you don't spend them. Employees lose value, admins get complaints, and payroll has to manually clean up the mess.

Our Perceived Value Vs. Effort:

Value:

High — Automates payout of unused, expiring accruals, reducing manual intervention and compliance risk.

Effort:

Moderate — Requires configuration of time off plans, forfeiture adjustment fields, and scheduled jobs.

What you need to do:

Create Time Off:

In the Create Time Off task, select Enable for Forfeiture Adjustment.

On the new Forfeiture Options tab, choose Expiring Accruals.

Add to a Time Off Plan:

Use Create Time Off Plan or Edit Time Off Plan to add the forfeiture time off.

The Time Off for Forfeiture Adjustment field should auto-populate on the Time Off tab; if not, add it manually.

Note: This field cannot be defined on past-dated plan snapshots.

Security & Permissions:

Enable the domain Process: Time Off Forfeiture Adjustment.

Configure the appropriate security permissions.

Map to Payroll:

Map the Absence Component Related Calc (ACRC) of the new forfeiture time off to an earning.

Workday® Payroll: Use Create/Edit Earning.

Third-Party Payroll: Use Create/Edit External Earning.

If you do nothing

Unused expiring accruals will still be forfeited.

They will remain visible in the Expiring Accruals Forfeited in Period column of Time Off Reports as of the accrual expiration date.

05

U.S. Federal - Leave of Absence SOAP APIs

Current Challenges:

This Workday® update addresses the challenge of inefficient and manual processing of mass Leave of Absence (LOA) events for U.S. Federal agencies—especially during large-scale disruptions like government shutdowns. Previously, handling LOA and return events in bulk, along with their associated Personnel Action Requests (PARs), required significant manual effort or custom solutions, which were:

Time-consuming

Error-prone

Difficult to scale

Federal agencies needed a way to automate and streamline these processes using standardized web services.

Our Perceived Value Vs. Effort:

This update brings high value by enabling mass processing of leave of absence (LOA) and return events, making it easier to manage large volumes efficiently. It automates Personnel Action Requests (PARs), reducing manual data entry and improving accuracy. This is especially beneficial during emergencies or high-volume situations like shutdowns. Additionally, it supports standardized integration through Workday®-supported SOAP APIs, which helps reduce reliance on custom development and ensures consistency across systems.

The effort required is low. The updated APIs are available automatically, with no configuration needed to start using them.

What you need to do:

This feature is specific to U.S. Federal customers.

If you're a U.S. Federal customer, review your current processes and consider shifting bulk LOA and PAR handling to the new web services. Check the v45.0 SOAP API documentation for details on operations like Request Leave of Absence and Import Request Return from Leave of Absence Events. No enablement steps are required.

What Happens if I do Nothing? There is no impact.

06

Custom Additional Fields for Leave Types

Current Challenges:

Leave types sometimes don't capture the extra details your org needs, which can leave gaps in reporting or process tracking.

Our Perceived Value Vs. Effort:

Small lift, big payoff. It's about giving you flexibility without adding heavy admin work.

What you need to do:

Go to Maintain Leave Types.

Add your custom additional fields.

Assign them where they're relevant.

07

New Absence Calendar Experience: Multiple Time Off Entries for the Same Date as One Request

Current Challenges:

Right now, if an employee needs to request different types of time off on the same day (for example, half-day vacation and half-day personal leave), they must create separate requests. Also, if they make a mistake or need to change one day in a multi-day request, they usually have to cancel the whole request and start over. This makes the process longer and less efficient.

Our Perceived Value Vs. Effort:

The value of this update is high because it makes time-off requests much more flexible and user-friendly. Employees can combine different leave types in one request, edit specific days, and adjust dates easily.

The effort to adopt it is low since the update is automatic if the Absence Calendar Experience is already set up. In other words, we gain a lot of efficiency and flexibility with almost no additional work.

What you need to do:

If the new Absence Calendar Experience is already enabled in your system, no extra action is required these improvements will be applied automatically.

08

Document Generation Support for Absence Business Processes

Current Challenges:

Absence requests often require supporting documentation—think medical certificates, leave approval letters, or compliance-related paperwork. Up until now, generating those documents directly from absence processes in Workday® wasn't seamless, forcing HR teams to juggle extra manual steps.

Our Perceived Value Vs. Effort:

Workday® now allows document generation within Absence business processes. This means you can automatically create and attach documents as part of the absence request or approval workflow. It's a mid-level effort to configure but delivers high value by reducing back-and-forth, ensuring compliance, and centralizing everything in one place.

What you need to do:

- Review your current absence-related workflows to identify where document generation could streamline steps.
- Configure templates for common use cases like medical leave verification or family leave approvals.
- Train managers and HR staff so they know where and how documents get generated and attached in the process.

09

Default Start and End Time From Work Schedule for Time Offs and Absence Tables

Current Challenges:

Until now, whenever employees logged time off, the system often defaulted to generic start and end times (like 9–5), regardless of their actual work schedule. That's like booking a flight without checking the real departure time—you'll probably get the wrong slot. This mismatch created confusion in reporting, payroll, and compliance, especially for part-timers or employees with non-traditional schedules.

Our Perceived Value Vs. Effort:

With this update, Workday® now pulls the start and end times directly from each employee's assigned work schedule. Think of it as syncing your calendar app with your airline booking—you always see the real times, not placeholders. The effort here is minimal (mostly testing and validation), but the payoff is big: cleaner reporting, fewer corrections, and smoother payroll processing.

What you need to do:

Review your absence configurations to ensure work schedules are correctly assigned to employees.

Test time off requests across different employee types (e.g., part-time, shift-based, remote) to confirm the new defaults behave as expected.

Communicate the change to managers and HR staff so they understand why recorded times may look slightly different but are now more accurate.

10

Absence Table and Time Off SOAP Web Service Operations

Current Challenges:

Absence and time-off data often end up stuck in silos. HR might have one version of the truth, while integrations feeding payroll or reporting tools reflect another. This disconnect creates confusion, errors in pay, and extra manual work to reconcile data across systems.

Our Perceived Value Vs. Effort:

Zero effort, high value. Enabling SOAP web service operations ensures absence and time-off data flows seamlessly across systems, keeping everything aligned without the constant need for cross-checking or manual updates.

What you need to do:

No action is required—this feature is automatically enabled.

11

U.S. Federal: Absence Pay Status Code Mapping

Current Challenges:

Previously, administrators could map a wide range of leave types to pay status codes, including ones not measured in hours. This created compliance risks and made errors in U.S. Federal reporting more likely.

Our Perceived Value Vs. Effort:

This update restricts mappings to only hour-based leave types, ensuring compliance with federal requirements and reducing the chance of misconfiguration. Additionally, the new Last Day in Pay Status Date field enhances reporting accuracy.

The value is high — stronger compliance and simplified setup — while the effort is minimal, requiring only updates in the mapping task.

What you need to do:

In the Maintain Absence Type Code Mapping task, go to the Pay Status Code tab and map only leave types measured in hours to pay status codes

12

Time Off Balance Storage and Change Detection

Current Challenges:

Before, tracking time off balances felt a bit like keeping your money under the mattress. You knew it was there (probably), but you didn't always notice when something shifted — and spotting changes took more detective work than it should.

Our Perceived Value Vs. Effort:

This update is like switching from that mattress to an actual online banking app. Balances are now stored in a way that makes it easy to see exactly when and why something changes. High value, minimal effort — once you're set up, it just runs in the background like a well-oiled machine.

What you need to do:

The feature is automatically available.

If you decide to make any changes to the settings on the Maintain Calculated Time Off Balance Settings task, we strongly recommend that you first review these considerations:

- Ensure that the default values align with and meet your business needs. Example: If you allow retroactive changes beyond the default values, adjust the default values in the relevant fields.
- Thoroughly evaluate the impact if you increase the value in the Number of Days Back for Dynamic Balance Calculation field. A higher value means a further historical period, which can adversely affect tenant performance.
- Thoroughly evaluate the impact if you decide to clear any of the automatic detection of retroactive changes in the Observer Configuration section.
- For general information on time off balance storage, refer to the Concept: Guidelines for Storing Time Off Balances link in the Related Information section.

13

Request Time Off and Leave Security Access

Current Challenges:

Workday®'s security model for Request Time Off and Leave had some blind spots:

- It was tricky to separate time off vs. leave of absence access.
- Admins had to choose between granting too much or too little visibility.
- Managers and delegates sometimes missed requests altogether.

Integrations with payroll, time tracking, and benefits weren't always clean.

New hires faced gaps in effective-dated access, slowing down setup.

Sensitive leave data risked compliance issues if access wasn't locked down.

Our Perceived Value Vs. Effort:

This update tightens security while keeping the experience simple. Here's what it delivers:

Stronger data privacy → Absence and HR Partners only see requests within their scope, keeping things aligned with GDPR, HIPAA, and local laws.

Consistency → Absence processes now follow the same rules as staffing and compensation.

Audit-ready → Limited access ensures every action ties back to an authorized user.

Fewer errors → Out-of-scope leave requests can't be processed anymore.

Cleaner experience → HR only sees the employees they support, reducing noise and confusion.

Effort? Basically none. It's a high-value, minimal-effort fix that strengthens both compliance and usability.

What you need to do:

Nothing at all. The update is automatically available, so you just start benefiting from the improved security model right away.

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Advanced Compensation

14

Import Eligible Earnings Override

Current Challenges:

When importing eligible earnings overrides through EIB, error messages used to return worker names instead of IDs. This created headaches when multiple workers shared the same name—troubleshooting became slower, more confusing, and prone to mistakes.

Our Perceived Value Vs. Effort:

This update makes error handling much cleaner. By returning worker IDs instead of names, admins can:

Pinpoint exactly which record failed.

Avoid duplicate-name confusion.

Speed up troubleshooting and corrections.

The best part? There's no setup required. It's available automatically.

What you need to do:

Run an EIB load with invalid overrides to test the change.

Confirm that error messages now reference worker IDs instead of names.

Update any support or troubleshooting guides to remind your teams to look for IDs in error logs.

In short, error handling just got sharper. Instead of playing detective with duplicate names, you now get a direct reference to the worker ID clean, quick, and precise.

15

Organization Summary with Reassigned Planner

Current Challenges:

When a planner got reassigned, it wasn't always clear how that change affected the Organization Summary. Leaders could lose track of updates, almost like switching team captains mid-game without telling the rest of the players.

Our Perceived Value Vs. Effort:

Now, the Organization Summary reflects reassigned planners directly, so there's no confusion about who's steering the ship.

Value:

High — Automates payout of unused, expiring accruals, reducing manual intervention and compliance risk.

Effort:

Moderate — Requires configuration of time off plans, forfeiture adjustment fields, and scheduled jobs.

Think of it as updating the scoreboard instantly when there's a substitution — everyone stays aligned, no awkward silences.

What you need to do:

Nothing at all — this feature is live and ready.

Just be aware that reassigned planners now show clearly in the Organization Summary.

16

Organization Summary for Compensation Review

Current Challenges:

The % of Pool Summary in the Organization Summary report sometimes went blank when certain custom validations were in play. That meant HR and managers couldn't always see the big picture on compensation allocations—like trying to watch a movie with missing frames, it made the review process choppy and incomplete.

Our Perceived Value Vs. Effort:

This one's an invisible-but-important fix. Effort for you = zero. Value = solid for HR and comp managers who run reviews, because now pool percentages display correctly. It's not a blockbuster change, but it restores clarity and keeps reporting accurate, especially when custom validations are involved.

What you need to do:

Nothing on your end—just enjoy the smoother playback The % of Pool Summary now shows up as it should, so you can rely on it during compensation review cycles without second-guessing the numbers.

17

Rule-Based Security Groups for Compensation Review

Current Challenges:

Compensation reviews often turn into a manual maze — assigning the right access to the right reviewers can feel like passing around VIP wristbands at a packed festival. One mistake, and suddenly someone sees data they shouldn't, or key people are left out.

Our Perceived Value Vs. Effort:

High value, medium effort. Think of it like setting up automatic gates at an exclusive club: once the rules are in place, only the right people get in, no matter how crowded it gets.

What you need to do:

Access the Maintain Fields for Security Rules task and add fields for security rules (Security Attribute - Context Instance, Adjustment For as the business object, Employee as the field).

Use the Create Security Rule task to create an Access Constraint security rule on the Adjustment For business object.

Configure a rule-based security group using an existing group as a baseline, apply the new security rule, and assign it to the appropriate domains.

If no action is taken: No changes will be applied, and compensation review security will remain as it currently is.

18

Subordinate Organization Count

Current Challenges:

Ever been asked, "How many teams report under this org?" and felt like you needed a detective badge just to track it down? Org charts and hierarchies get messy fast, and manually counting subordinate orgs is a time sink.

Our Perceived Value Vs. Effort:

Now you can run a quick report that tells you exactly how many subordinate organizations exist under a given org. Think of it like hitting "expand all" on a family tree without having to scroll for ages. High clarity, low effort.

What you need to do:

- Run the Subordinate Organization Count report from your org view.
- Select the top-level org you're curious about.
- Review the count (and breathe a sigh of relief that you didn't have to tally it up yourself).

19

Compensation Review Manager Experience

Current Challenges:

Compensation reviews can sometimes feel like trying to navigate an old-school video game without a map — lots of clicking around, not always clear where the upgrades are, and a little too easy to miss the good stuff. Managers want clarity, smoother workflows, and less "where do I even click next?" energy.

Our Perceived Value Vs. Effort:

This enhancement polishes up the Compensation Review Manager Experience, making things cleaner and more intuitive. It's like getting a remastered version of the same game — the core is the same, but the new graphics and menus make it easier to play. Medium effort to enable, high value in usability.

What you need to do:

- Go to Maintain Feature Opt-Ins, find the Compensation Review Planner Experience Enhancements, and hit Opt In.
- Use Initiate Compensation Review Process to update your new Compensation Text Header.
- If needed, use Translate Business Object to configure the Planning Header and Process Name for translations.

If you do nothing? No worries. Workday® will still run as usual — you'll just be missing out on the upgrade.

20

Improve the Manager Experience for Compensation Review

Current Challenges:

Managers reviewing comp sometimes feel like they're stuck assembling furniture without instructions—too many clicks, too little clarity.

Our Perceived Value Vs. Effort:

High value, medium effort. Think of it as upgrading from VHS to Streaming: the content's the same, but the interface makes all the difference.

What you need to do:

Flip the switch:

- Head into Maintain Feature Opt-Ins and enable the "Compensation Review Planner Experience Enhancements."
- Update the header via Initiate Compensation Review Process.
- Add translations if needed in Translate Business Object.

If you skip it? Nothing breaks—Workday® keeps rolling on like an old Nokia. But if you want managers to feel like they're using the newest iPhone instead of a flip phone, this is the way.

21

Sub-Organization Summary Page

Current Challenges:

Before, checking on sub-organizations was like trying to piece together a family tree with sticky notes. You had bits of info scattered around, but no clean "snapshot" that let you see the full picture in one go.

Our Perceived Value Vs. Effort:

Now, Workday® gives you a dedicated Sub-Organization Summary Page. Think of it as a well-designed "About Us" page for each sub-organization: clean, structured, and everything you need in one place. High payoff for a low lift — you'll spend less time digging and more time actually managing.

What you need to do:

This update is optional and requires you to opt in by enabling the feature in the Maintain Feature Opt-Ins report. Once enabled, it rolls automatically.

22

Automatic Availability of the Improved Compensation Review Manager Experience

Current Challenges:

Managers used to have to opt in for the upgraded comp review. Some did, some didn't — so you ended up with a mixed bag of experiences and a little bit of chaos across teams.

Our Perceived Value Vs. Effort:

Now it just rolls out to everyone automatically — like when Netflix removed the "Are you still watching?" button and let you binge in peace. No extra clicks, no setup. Just a cleaner, smarter review process that makes planning easier, reduces errors, and saves time.

What you need to do:

Literally nothing. It's already on. The only smart move? Update your training guides so managers don't wonder, "Wait, when did this get so much better?"

23

Organization Summary Manager Experience

Current Challenges:

Managers were flying a bit blind in the Organization Summary during comp reviews. Critical vs. warning validations all got lumped together, you couldn't see who was still "awaiting," and planner headers were stuck in one rigid format. Basically: less clarity, less flexibility, more frustration.

Our Perceived Value Vs. Effort:

Now the system splits critical and warning validations (like finally color-coding red flags vs. yellow flags), adds an "Awaiting Persons" column so you instantly know who's holding things up, and lets you customize planner headers to speak your team's language. All of it shows up automatically — zero extra clicks.

What you need to do:

Nothing heavy here — the changes are already live. The only real move? Update your training materials so managers don't get confused when they suddenly see a new "Awaiting Persons" column and customizable headers.

24

View Full Screen When Submitting in Compensation Review

Current Challenges:

Managers had to deal with a pretty clunky Organization Summary during comp reviews. Critical and warning validations were all mixed together (so it wasn't obvious what was urgent vs. what was just a heads-up). The grid didn't clearly show who was still "awaiting," and planner headers were locked in place with zero flexibility. Basically, more noise than signal.

Our Perceived Value Vs. Effort:

This update cleans things up big time. Criticals and warnings are now split out, so managers can focus on what really matters first. The new "Awaiting Persons" column takes away the guessing game of who's holding things up. And with customizable planner headers, you can finally make the view work for your team instead of the other way around. Best part? It all rolls out automatically — no heavy lifting needed.

What you need to do:

Nothing to turn it on — the improvements are already live. The only smart move is updating your training materials so managers aren't caught off guard when they see the new "Awaiting Persons" column or start customizing headers.

25

Compensation Review Organization Summary

Current Challenges:

Language-specific glitch: For users with Simplified Chinese set as their preferred language, an unnecessary counter would pop up. It wasn't useful, and it just added inconsistency and confusion to the process.

Our Perceived Value Vs. Effort:

Value:

Makes reports clearer by only showing the validation counter when it actually matters.

Effort:

Low — Already built in, no setup needed.

Minimal disruption — End users won't need retraining; the change just smooths out their experience.

What you need to do:

Absolutely nothing!

This tweak quietly improves clarity and consistency in compensation review reporting without requiring any setup on your side.

26

Submit and Return Buttons on Sub Organization Summary

Current Challenges:

When using the "Sub Organization Summary" option after viewing options, the "Submit" and "Return to Top Levels" buttons didn't appear.

A strange bug, but this made the whole process stressful as you might need to open a new tab and start over.

Workday® found and fixed the bug so now the buttons are present.

Our Perceived Value Vs. Effort:

This is a welcome bug fix, as nothing was more frustrating than clicking the "Sub

Organization Summary" after viewing issues and being unable to go back to top levels or submit the task because the Buttons where not visible.

A good change as it means less stress because things were not working as expected.

What you need to do:

Nothing at all, this is an automatic bug fix so no user action is needed.

27

Compensation Data Security Enhancements

Current Challenges:

Workday® is rolling out AI-powered writing prompts inside the Rich Text Editor to help employees craft more thoughtful, professional, and engaging content. Think of it like having a writing coach who gives you nudges on tone, clarity, or structure right when you're drafting performance feedback, reviews, or any text-based input.

This isn't about writing it for you—it's about sharpening what you already want to say. Like when you're drafting an email and your email app suggests a cleaner subject line, but you're still in control of hitting send.

Our Perceived Value Vs. Effort:

Medium effort, high reward. Once enabled, employees can lean on subtle, in-the-moment guidance that lifts the overall quality of what's written across the org.

What you need to do:

No major setup is required, but it's important to:

Review security groups that need access to compensation data (e.g., HR, payroll, comp & benefits teams).

Ensure these groups are correctly assigned to the appropriate security domains (such as Worker Data: Stock Grants or Worker Data: Severance Worksheets).

Communicate this change so teams know why access may look different after the update.

Do you want to level-up your Workday game?

Schedule a call with us!

Click Here!

INTEGRUM

Adaptive Planning

28

Bottom-Up Headcount Planning: Refresh Plans from Actuals

Current Challenges:

Headcount planning has often felt like trying to predict the weather two months out — you plan for sunshine, but reality comes with unexpected storms (or surprise hires, exits, and transfers). Managers build plans, but over time, those plans drift away from what's really happening in the org.

Our Perceived Value Vs. Effort:

Now you can refresh plans directly from actuals. Think of it like hitting the "sync" button on your music playlist so it matches what's really on your phone. No more outdated headcount plans floating around. Value is high, effort is moderate — just set up the refresh rules, and you're back in alignment.

What you need to do:

- Enable the refresh feature in your headcount planning settings.
- Define which data sources should feed into the actuals (hires, terminations, transfers).
- Run a refresh cycle and verify the plan reflects reality.

INTEGRUM

APIs

29

customReportValues API

Current Challenges:

The customReportValues API used to hit a wall when it came to time-based comparisons. Analysts couldn't easily shift or align data across different periods (like current year vs. prior year) without messy manual post-processing. That meant more work, less automation, and limited flexibility for building dynamic reports or integrations.

Our Perceived Value Vs. Effort:

Workday® now levels up reporting APIs with two new parameters for customReportValues:

Offset → how far to shift the timeline

Offset-strata → the level of granularity (year, quarter, month)

This gives analysts a supercharged toolset to:

Instantly compare data across periods (e.g., Q1 2025 vs. Q1 2024).

Automate logic instead of manually realigning timelines.

Build smarter analytics into external systems.

Think of it like having a "time-travel dial" on your reports—spin it back or forward, and the data realigns automatically.

Value:

High → Flexibility, automation, smarter reporting.

Effort:

Moderate → You'll need to tweak API calls once, but the long-term savings are big.

What you need to do:

Update API Calls → Add the Offset and Offset-strata parameters in the Version element of customReportValues.

Test → Validate comparative reporting (year-over-year, quarter-over-quarter, etc.) to confirm offsets work as expected.

What Happens if You Do Nothing

The API will continue to work as before. You just won't get the time-shifting magic—comparative analysis will remain manual.

Authentication

30

Challenge Questions

Current Challenges:

Managers used to approve compensation changes with little more than a gut check. No prompts, no context, just vibes. That often meant skipping over important considerations — like forgetting to ask “Does this align with budget?” or “Is this consistent across the team?”.

Our Perceived Value Vs. Effort:

Workday® now throws in Challenge Questions right into the approval process. Think of them like those “Are you sure you want to exit without saving?” pop-ups — mildly annoying but ultimately life-saving. They push approvers to pause, reflect, and justify their decisions. Low lift to implement, but big win in governance and accountability.

What you need to do:

Enable Challenge Questions in your compensation change process. Once active, approvers will get nudged with these prompts before hitting approve. It’s like giving them a mini checklist to avoid hasty or inconsistent decisions.

Benefits

31

Passive Benefit Event for Employee

Current Challenges:

During benefits enrollment, employees sometimes missed making a choice or skipped a step. Without a backup process, admins had to scramble to fix things, often manually re-enrolling workers or correcting records. That meant more admin work and more chances for errors, all while employees assumed their benefits were good to go.

Our Perceived Value Vs. Effort:

With Passive Benefit Event for Employee, Workday® adds a safety net. If someone doesn't actively enroll, the system can still trigger a passive event to carry over or default their benefits. That means fewer gaps, fewer panicked fixes, and a smoother experience for both employees and admins.

The best part? The setup isn't heavy. Once it's configured, it quietly runs in the background, keeping enrollment clean without constant intervention. Think of it like auto-renew on a subscription — you're covered even if you forget to click the button.

What you need to do:

- Configure the Passive Benefit Event for Employee in your enrollment setup.
- Define rules for when and how benefits should auto-roll or default.
- Test to make sure your policies align with what gets applied.

32

New Enrollment Event Coverage Begin Date Option

Current Challenges:

Benefit enrollment coverage begin dates didn't always align with payroll deduction start dates, causing inconsistencies in administration and employee experience., like when your watch and your phone show different times.

Our Perceived Value Vs. Effort:

This update introduces a new Coverage Begin Date option: First Day of Pay Period

Containing Event Date. With this, benefit coverage and payroll deductions now start in sync, ensuring a consistent experience across both areas. The value is high — less manual fixing, fewer questions from employees — while the setup effort is minimal, requiring only a quick rule configuration update.

What you need to do:

When creating or editing enrollment event rules, select the new Coverage Begin Date option: First Day of Pay Period Containing Event Date.

33

Benefit Elections on Conversion

Current Challenges:

When loading benefit elections for workers with a conversion event, there were times when the information didn't display correctly.

This occurred specifically when trying to load benefit elections on the SF50 and SF2810 forms, particularly for different event types with the same benefit date.

The result was frustration for users, who had to backtrack to verify the information because the forms showed incorrect data.

A small technical hiccup, but a significant inconvenience for those who encountered it.

Our Perceived Value Vs. Effort:

This update is a welcome improvement, as it resolves a frustrating issue where benefit election forms could display information incorrectly, making it seem like workers had the wrong elections.

This is a very specific situation, so unless you work directly in benefits, you may not have noticed it.

With no effort required, this error fix is a simple but valuable improvement.

What you need to do:

Nothing at all, as it is an automatic update, no user action is needed.

Generate Help Articles for Healthcare Plans with AI

Current Challenges:

Healthcare plans are complex, and employees need clear explanations to understand their benefits. Until now, creating those explanations meant admins had to write Help articles manually from scratch — drafting, formatting, and publishing every detail. It was time-consuming and often delayed employees from getting the answers they needed.

Our Perceived Value Vs. Effort:

With this update, Workday® brings AI into the process. The system can now auto-generate draft Help articles directly from healthcare plan data. Instead of starting with a blank page, admins get a ready-made draft they can edit and publish.

The value is clear:

Faster article creation, consistent quality, and easier access for employees.

The effort is moderate:

Some setup around permissions and security is needed, but the payoff is much greater than the lift.

It's like going from cooking every meal from scratch to having a meal kit delivered — the ingredients are ready, you just finish the prep.

What you need to do:

- Verify that your org has the Workday® Help SKU.
- Configure security for:
- Generate: Benefit Plan Help Articles (in the Benefits area).
- Manage: Help Articles (in Help and People Experience).
- Use the Generate Help Article for Benefit Plan task (or go to Benefit Plan → Related Actions → Generate Help Article).
- Enter a unique title, review the AI draft, edit as needed, and publish.
- (Optional) Link the finished article to the Related Articles field in the Benefit Plan for easy access.

INTEGRUM

Business Process

35

Provide Employee Review Comments

Current Challenges:

When setting up certain business processes or reports in Workday®, admins could pick security groups too freely—even if they weren't properly allowed in the security policy. This often caused inconsistencies, security risks, and confusion about who should actually have access.

Our Perceived Value Vs. Effort:

This update tightens things up by making sure you can only select security groups that are specifically allowed in the security policy. That means cleaner setups, fewer mistakes, and stronger data protection.

More accuracy: No more "accidental" groups sneaking in.

Better compliance: Security stays aligned with policies.

Clarity upfront: If something's misconfigured, you'll see a warning right on the setup page and in audit reports.

The effort here is low—just a few checks and updates—but the payoff is big for security and reporting accuracy.

Heads-up: Once you remove a group, you can't add it back unless it's properly configured in the policy. Think of it like locking the door behind you—you'll need the right key to get back in.

What you need to do:

Run the Security Exception Audit Report to spot any security groups added where they shouldn't be.

To fix it:

Either remove the extra groups from the business process,

Or add them properly to the security policy so they're allowed.

If you don't see any groups to pick from when setting up a process, make sure you've added at least one group to the security policy first.

36

Onboarding Sort Order

Current Challenges:

Onboarding tasks could feel a bit out of sync. Steps didn't always show up in the order that made the most sense, which sometimes left new hires confused — like watching a movie with the scenes shuffled around. (Imagine starting The Lion King right at Simba's exile and only later getting the Circle of Life opening... not ideal.)

Our Perceived Value Vs. Effort:

This update finally brings order to the chaos. You can now control the sort order of onboarding steps, ensuring new hires see their journey unfold logically and consistently.

Value:

High — smoother onboarding, better experience for new hires, and less hand-holding for HR.

Effort:

Low — configuration is simple and straightforward.

It's like putting your playlist back in album order: everything just flows.

What you need to do:

Use the new sort order configuration to arrange onboarding steps in the exact sequence you want.

Keep it clear and intentional: critical steps should always appear early, while extras can be layered in after.

If you skip setup, the system will keep using the default order — so you might miss out on giving hires that perfectly guided experience.

37

Business Process Delegation SOAP Web Services

Current Challenges:

Delegations are super useful, but setting them up in bulk has always been a bit of a manual pain. If you needed to configure or adjust multiple delegations, it meant repetitive clicks, higher risk of errors, and plenty of wasted time. Not exactly the dream for business process admins who'd rather spend their day actually improving processes—not wrestling with them.

Our Perceived Value Vs. Effort:

This one is a win-win. The new SOAP web services let you create, update, or remove delegation configurations in bulk without disturbing existing setups. You also get better visibility with the new Delegation column on reports and error messages that actually make sense (no more "mystery" validation fails). Since it's automatically available, the effort on your side is pretty much zero—just knowing it's there and using it wisely.

What you need to do:

Nothing! These services are available out of the box. If you're an admin, familiarize yourself with the new web service operations and check out the updated reports. If you manage integrations, update your processes to take advantage of the ability to handle delegations in bulk. And maybe celebrate the fact you'll spend a lot less time clicking "Add Delegate" one worker at a time.

38

Submit Request SOAP API

Current Challenges:

Before this update, submitting a request through the SOAP API felt like mailing a letter without tracking. You'd drop it in the box, cross your fingers, and hope it landed where it was supposed to. If something went wrong, visibility was limited, making troubleshooting painful.

Our Perceived Value Vs. Effort:

Now, the SOAP API supports request submission with better traceability and error handling. Think of it as moving from snail mail to express delivery with tracking—you know when it's sent, where it is, and what to fix if it doesn't go through. The effort to adopt is moderate (since it's more about updating API calls), but the payoff is high for teams who rely heavily on integrations.

What you need to do:

- Update your integration flows to leverage the enhanced Submit Request SOAP API.
- Test it in a lower environment by sending requests that would normally be at risk of timing out or failing silently.
- Train your integration admins to review error responses and retries so they can act fast instead of hunting in the dark.

39

Comments on Manage Business Process for Worker

Current Challenges:

Users reported an odd issue when using the “Manage Business Process for Worker” task: comments entered during an Event Cancellation request requiring approval weren’t displayed.

It seemed as if the comments were never connected to the process, creating confusion.

This update fixes the problem—comments will now remain visible even in these specific approval scenarios.

Our Perceived Value Vs. Effort:

This automatic update is a bug fix and require no effort.

This solves a particular error found by users and makes it work as it should, so comments can be always seen.

What you need to do:

No action is needed by the user, this is an automatic update.

40

Student Application Action Item Event

Current Challenges:

Sometimes business processes involve multiple individuals, where you only need their approval or visibility — but not full access to all details.

Previously, when running the “Student Application Action Item Event” business process, recipients could see information that wasn’t relevant to them. This created issues, as they could access details they didn’t need to know, including who submitted them.

This update is designed to limits visibility so only necessary information is shared.

Our Perceived Value Vs. Effort:

With this update, when running the “Student Application Action Item Event” Business process, there is an option to prevent recipients to view the details.

This is possible directly from the Business Process Definition by checking the "Hide Details from Person" check box.

A small change in the Business Process Definition but could change the entire result and confidentiality. By just doing a small change, is a worth effort for result if you don't want the person to see all the details.

What you need to do:

Go to the Business Process and check the box "Hide Details From Person" check box.

If you do nothing no changes will be seen in the Business Process and recipients will still be able to see the details of the event.

INTEGRUM

Candidate Engagement & Talent Acquisition

41

Constrained Prospect Security by Country

Current Challenges:

When companies go global, things get messy fast. Each country has its own privacy laws (think GDPR in Europe or LGPD in Brazil), and Workday®'s old setup didn't always keep those walls up. Recruiters sometimes saw candidate info they shouldn't, especially across borders.

That led to:

- Privacy slip-ups.
- Breaking local laws (big yikes).
- Clunky recruiting workflows that slowed everything down.

Our Perceived Value Vs. Effort:

This update is like giving recruiters the right keys to the right doors. Now you can create recruiting regions and assign roles, so people only see the prospects they're supposed to.

The impact? Huge. Sensitive data stays locked down, legal risks shrink, and recruiting runs smoother without the noise. For global teams, this is a win—scalable, audit-ready, and finally compliant without extra headaches.

And the setup? Pretty light. Define your regions, map your roles, and you're good. The lift is minimal, the payoff is major.

What you need to do:

You'll need access to these domains:

- Assignable Roles.
- Security Configuration.
- Recruiting.
- Administration.

You'll need access to these domains:

Roles & Security Groups → Create a new role (Maintain Assignable Roles) and link it to Region for Recruiting. Then create a Role-Based Security Group (Constrained) tied to that role.

Domain Security Policies → Swap out unconstrained groups for constrained ones in domains like Prospects, Prospect Sharing, Candidate Data, and Manage Candidates.

Regions for Recruiting → Create regions, add countries, and (optionally) assign roles or location hierarchies. Repeat as needed.

Review & Reports → Use Regions for Recruiting to check your setup. Copy the Find Candidates report, update the data source to Internal and External Candidates Secured by Prospect, and hide the old one..

Bottom line: a bit of structured setup upfront, and you get airtight compliance, cleaner recruiting workflows, and less legal risk.

Career & Development

42

Skills Cloud Updates Report: Review Period Extended in Preview

Current Challenges:

One of the great aspects of Workday® is its constant evolution, which is always appreciated and encouraging. However, when there are changes to the Workday® Skills Cloud ontology, the report to review those changes was previously only available for 2 days.

The short window made it challenging for users to review and prepare for upcoming changes. After 2 days, the report was no longer accessible, leaving users unaware of updates.

This update extends the availability of the "Skills Cloud Updates" report from 2 to 14 days, giving users more time to consult and prepare accordingly.

Our Perceived Value Vs. Effort:

This update is very helpful for users who want to review upcoming changes.

For those who don't always remember everything perfectly, extending the viewing window beyond the initial 2 days is a welcome improvement, especially for changes to background jobs.

No effort is required from users—now the report will be accessible starting the first Wednesday of certain months for 14 days, instead of the first Friday as before. This ensures that forgetful users won't lose access to important information.

What you need to do:

No actions are needed as this is automatic, except that in Preview, the window to view the report will extend to 14 days starting from the first Wednesday of the following months:

- February.
- May.
- August.
- November.

Keep in mind that in Production tenants, the report will remain available for 28 days. Other tenant types do not have access to this report.

Case Management

43

Help Workspace Improvement

Current Challenges:

In the Help Workspace, replies were labeled as "HR Reply." For employees, that phrasing wasn't always clear — it could cause confusion about who the response was actually coming from, making the workspace feel less intuitive.

Our Perceived Value Vs. Effort:

With this update, the label changes from "HR Reply" to "Team Reply." It's a simple shift, but it improves clarity and consistency across the Help Workspace. Employees can now understand responses more easily without second-guessing.

Value:

High for user experience.

Effort:

None — the update is automatic.

Sometimes, it's the small tweaks that make the whole system feel more polished.

What you need to do:

- No action is required.
- The change is automatically applied in both Preview and Production.
- "HR Reply" will now appear as "Team Reply" in the Help Workspace.

44

Case Administration on Cases REST API

Current Challenges:

Managing cases without API support can feel like juggling too many tickets in different systems — updates get lost, data isn't always synced, and reporting turns into a scavenger hunt.

Our Perceived Value Vs. Effort:

High reward, medium effort. With the REST API in play, you centralize updates, streamline case actions, and make reporting far less painful. It's like switching from sticky notes all over your desk to one clean digital dashboard.

What you need to do:

Leverage the new Cases REST API endpoints to create, update, and manage cases programmatically. This not only speeds up administration but also ensures consistent data across the platform.

45

Rich Text Editor Toolbar for Messages and Internal Notes

Current Challenges:

Writing messages or internal notes in Workday® sometimes feels like typing in Notepad circa 2002 — plain, rigid, and zero personality. If you want to bold something or add structure, you basically need telepathy to make sure the reader "gets it."

Our Perceived Value Vs. Effort:

Think of this as Workday® finally giving us the Google Docs treatment: bold, italics, bullet points, links — the whole mini-toolkit. High impact for clarity and communication, with very little effort on your side.

What you need to do:

When adding internal notes or messaging, you'll now see a toolbar that lets you format your text. Use it to:

- Emphasize important info with bold/italic.
- Structure your message with bullets and lists.
- Add links to resources instead of writing long explanations.
- It's like going from sending a barebones SMS to writing a proper WhatsApp message with formatting — you'll wonder how you ever worked without it.

INTEGRUM

Cloud Connect

46

ANSI X12 834

Current Challenges:

A key bug identified in the ANSI X12 834 Integration caused errors when the "Send Email Address" attribute was enabled.

The issue occurred when a worker's primary work and home email address were the same, which caused the integration to fail.

This unexpected error frequently stopped the integration in its tracks. Thankfully, with this update, the issue has been resolved and is no longer a concern.

Our Perceived Value Vs. Effort:

This update is a welcome fix for the integration. Previously, the only workaround was to delete or modify one of the email addresses when a worker's work and home primary email were the same.

That extra effort is no longer needed—now the integration runs normally even in this scenario, with no action required from users.

What you need to do:

Nothing, this is an automatic bug fix and no user action is needed.

47

Udacity Available in the CCL Platform

Current Challenges:

Learning in Workday® was powerful, but a bit limited when it came to variety. Employees couldn't tap into Udacity directly from Workday® Learning, meaning orgs had to juggle separate platforms to give people access to high-quality tech courses. It created a disjointed experience.

Our Perceived Value Vs. Effort:

Now, Udacity content plugs right into the Cloud Connect for Learning (CCL) platform. That means employees stay inside Workday®, but get access to Udacity's wide catalog of courses. It's smoother, richer, and finally centralizes more of your learning ecosystem.

Reward:

Huge. Top-tier training content, one seamless platform.

Effort:

Moderate. There's some setup required, but it's a one-time lift with long-term payoff.

What you need to do:

- Review the Configure Cloud Connect for Learning documentation for step-by-step setup.
- Contact Udacity to confirm integration delivery dates.
- Complete the setup tasks to connect Udacity as a provider in CCL.
- Verify Udacity shows up in the Content Provider prompt.
- Announce the news: let employees know Udacity courses are now accessible directly in Workday® Learning.

48

Skills Support on Cloud Connect for Learning Platform

Current Challenges:

Right now, when you pull learning data from external platforms (Coursera, Udemy, LinkedIn Learning, etc.), the courses show up in Workday®—but the skills linked to them don't always make the trip. It's like importing your Spotify playlists and realizing all the song titles are there but none of the album artwork, mood tags, or genres. You lose context, and that weakens how learning ties back to career growth.

Our Perceived Value Vs. Effort:

Now, Workday® Cloud Connect can bring in skills data directly from learning providers. That means if someone finishes a "Data Visualization with Python" course, not only is the course recorded, but Python, Data Visualization, and Analytics show up as skills in their profile. The effort is on the integration setup, but the payoff is huge: skills are tracked seamlessly, learning becomes measurable, and employees can see their growth paths come alive inside Workday®.

What you need to do:

Confirm your Cloud Connect for Learning integration is active and linked with providers that send skill tags.

Map external skill taxonomies to Workday®'s® own Skills Cloud (to avoid "Excel" showing up 10 different ways).

Monitor the data sync to make sure new completions update both the learning history and the skills profile.

49

Global Payroll Hub

Current Challenges:

Running payroll across multiple countries has always been a bit like spinning plates while riding a unicycle — every region with its own system, its own rules, its own quirks. HR and payroll teams were stuck toggling between platforms, reconciling data, and praying nothing slipped through the cracks.

Our Perceived Value Vs. Effort:

Enter the Global Payroll Hub — think of it as the command center for all things payroll. One place, one view, one source of truth. Instead of juggling a dozen windows and spreadsheets, payroll admins now get a streamlined hub where they can manage everything from integrations to validations in real time.

The value?

Huge. Standardization, better visibility, fewer mistakes, and faster processes.

The Effort?

Moderate, since setup is needed, but nothing compared to the chaos it replaces.

It's like trading your messy drawer full of mismatched chargers for one sleek universal adapter.

What you need to do:

Go to Maintain Payroll Integrations and configure the hub for your connected payroll providers.

Set up validation rules to catch errors before they hit downstream systems.

Use the hub to track integration health, manage errors, and keep payroll data clean.

Roll it out step by step, starting with your biggest or most complex regions, then expand globally.

50

Payroll v1 REST Web Service

Current Challenges:

Running payroll can sometimes feel like a race car pulling into the pit lane with too many mechanics fumbling around. Data transfers are slow, clunky, and not always consistent, which means your "lap times" (pay cycles) aren't as smooth as they should be.

Our Perceived Value Vs. Effort:

This new REST Web Service is like upgrading your pit crew with precision tools and better coordination. The effort to set it up is like learning a new strategy playbook, but once it's in place, payroll runs with speed and accuracy — no wasted seconds.

What you need to do:

- Set up the Payroll v1 REST API endpoint.
- Define the data objects you want exposed (earnings, deductions, tax details).
- Ensure proper authentication and access controls are in place.
- Run test calls to confirm data is flowing cleanly between Workday® and external systems.
- Document your API mappings so your "team" (finance/IT) stays in sync.

If You Do Nothing

You're still in the race, but with an old pit crew. Payroll processing continues, but you'll lag behind competitors who've streamlined with REST. Think pit stops that take 15 seconds instead of 2.

51

Payroll Effective Change Interface Integration

Current Challenges:

Payroll reporting used to feel like a puzzle with missing pieces. Some fields were vague, others incomplete, and admins had to jump through hoops to align payroll, comp, benefits, time off, and time tracking data. For U.S. Federal users, the lack of fields to track grade, step, or retention details meant critical data was either buried or missing entirely.

Our Perceived Value Vs. Effort:

This update turns payroll reporting into something way smoother. Think of it as going from scribbled sticky notes to a well-organized spreadsheet:

- More context with the new External Code field that ties in external earning/deduction codes across payroll and related modules.
- Better Federal reporting with added fields for retained grade, step, package, and retention end date.
- More complete payroll input data with fields for reason, external ID, and external date.
- Easier integration mapping with External Payroll Input Reason now included.

It's high reward with mid-level effort. Do the setup once, and payroll reporting starts flowing like a well-tuned playlist.

What you need to do:

To enable field attributes:

- Open the related actions menu in your integration.
- Go to Integration System > Configure Integration Field Attributes.
- Choose your data section.
- Choose your data section. Check Include in Output for each field attribute you want.

For U.S. Federal retained compensation fields:

- Go to the Maintain Pay Rate Determinants task.
- Complete the grid and select Pay Retention from Type.
- When you run the Request Compensation Change task for a worker, the new fields will appear in Guidelines.

52

REST API External Payslips and External Tax Documents

Current Challenges:

Before this, accessing external payslips or tax docs was like traveling with multiple passports and boarding passes — messy, scattered, and prone to delays at customs.

Our Perceived Value Vs. Effort:

This update acts like a “global travel pass” — one streamlined document hub. The setup takes some work, but once configured, it’s smooth sailing across borders (systems).

What you need to do:

- Enable the External Payslips and Tax Documents REST APIs in Workday®.
- Map your external source fields so they align neatly with Workday® (think: putting everything in labeled suitcases).
- Test the API calls to ensure the documents arrive in the right Workday® folders without hiccups.
- Secure access with authentication and confirm roles — only the right “travelers” get stamped through.

If You Do Nothing

You’ll still be stuck juggling multiple boarding passes (separate portals and systems) instead of cruising with one seamless entry point.

53

External Payroll Input SOAP API

Current Challenges:

External payroll inputs sometimes hit walls when trying to integrate smoothly, especially if you’re juggling multiple systems.

Our Perceived Value Vs. Effort:

Medium effort, high reward. This update streamlines input handling so you avoid redundant workarounds.

What you need to do:

Update your integrations to call the SOAP API when passing payroll input. Map your fields properly so they align with the new attributes.

Heads Up: If you've been relying only on REST, check compatibility first — SOAP support might cover edge cases REST doesn't.

54

Global Payroll Hub Checklist Enhancements

Current Challenges:

Managing payroll tasks across multiple countries often feels like juggling flaming torches—different processes, deadlines, and validations that are easy to lose track of. The old checklist in the Global Payroll Hub lacked the flexibility to give payroll teams the visibility they needed.

Our Perceived Value Vs. Effort:

The checklist is now more powerful: enhanced validations, clearer task statuses, and better exception tracking. Payroll teams can manage tasks across regions from one place without constantly switching between reports. It's a big usability win with only minimal adjustment needed.

What you need to do:

Review your existing payroll hub configurations to make sure new checklist features are active.

Train payroll admins on the new validation and status tracking options.

Run a payroll test cycle in the hub to confirm the enhancements streamline your process.

55

Data Changes on Demand REST API

Current Challenges:

Think of the old setup like waiting for a scheduled news broadcast—you only got updates at fixed times. For many businesses, that meant data changes in Workday® weren't immediately accessible, forcing teams to either wait or set up extra workarounds. Not exactly ideal when you need agility.

Our Perceived Value Vs. Effort:

This update flips the script. With the new Data Changes on Demand REST API, you no longer wait for the "next broadcast." Instead, you can call data changes in real time—like hitting refresh on a live sports feed and seeing the score instantly. The effort to adopt it? Moderate, since it requires adjusting your integrations, but the reward is a game-changer for data-driven decisions.

What you need to do:

- Update your DCOD REST API requests to specify the field path IDs for the new attributes (e.g., $.workers.timeTracking.externalCode).
- If you want to use the new fields, set your request body requestCriteria.fields.fieldSetVersion to "v2".
- Review which third-party payroll systems need the new attributes (External Reason, ID, Date, or Clawback Date) and adjust your mappings accordingly.

56

External Payroll Inputs Enhancements

Current Challenges:

Right now, managing external payroll inputs can be less clear and harder to track. Without clear reasons for payroll inputs, it's difficult to validate and reconcile data, which increases the chance of errors and adds extra manual work.

Our Perceived Value Vs. Effort:

This update adds payroll input reasons, better tracking, and integration, which will make payroll processes more accurate and efficient. It reduces mistakes and saves time. The value is high, but some setup is required to configure and start using the new features.

What you need to do:

We should set up the new Maintain External Payroll Input Reasons task to create and manage reasons, and use the Maintain External Payroll Input for Worker task to apply them. Teams also need to review the new View External Payroll Input Reasons report to keep visibility and ensure consistency.

57

U.S. Federal Personnel Action Request Data Section in PECI

Current Challenges:

Before, handling Personnel Action Requests (PARs) in PECI felt like filling out tax forms in the dark — lots of fields, very little clarity, and a ton of back-and-forth to make sure everything lined up.

Our Perceived Value Vs. Effort:

Now, PECI includes a dedicated data section for U.S. Federal PARs. That means all the necessary details live in one place, structured and standardized. Think of it like having your IKEA manual finally include all the steps (and the missing screws). The effort? Medium — you'll need to adjust mappings, but the payoff is smoother, cleaner reporting.

What you need to do:

- Review the new PAR data section in your PECI setup.
- Map existing fields to the new structure to make sure nothing gets lost in translation.
- Test end-to-end to confirm agencies receive data in the right format.

INTEGRUM

Compensation

58

Request Compensation Change Event Analytics

Current Challenges:

In salary reviews, timing is everything. Previously, the embedded analytics inside a Request Compensation Change event couldn't be refreshed. That meant managers and comp teams had to rely on stale data, risking outdated insights during critical decisions.

Our Perceived Value Vs. Effort:

This fix is a quiet game-changer. By enabling refresh functionality directly in the event, Workday® ensures analytics always reflect the latest information. That means:

Up-to-Date Insights – Salary review decisions are based on current data, not old snapshots.

Smarter Decisions – Leaders can respond to changes instantly instead of chasing numbers elsewhere.

Zero Setup – No configuration needed; it just works.

What you need to do:

Run a Request Compensation Change event in your tenant.

Look for the refresh option within the embedded analytics.

Confirm analytics update instantly, giving you a real-time view during salary reviews.

Think of it as Workday® finally giving your comp events a built-in "refresh button," so you're never stuck making decisions with yesterday's data.

59

Sorting Criteria for Compensation Report Field

Current Challenges:

Compensation reports didn't have built-in sorting. That meant fields could show up in a random order, making it harder to scan results quickly or compare across employees. The lack of consistency slowed reviews and sometimes caused mistakes when pulling details.

Our Perceived Value Vs. Effort:

Now, results in the compensation report field sort automatically — first by Plan Type, then by Name in alphabetical order. It's a small change with a big impact: data is cleaner, easier to read, and faster to review.

The value?

High, because it improves clarity and accuracy in everyday reporting.

The Effort?

None — it's automatic.

It's one of those updates that you won't notice at first glance, but you'll definitely feel the difference when reports just make sense right away.

What you need to do:

Nothing. The feature is live automatically with the release.

60

Request Compensation Change

Current Challenges:

Request Compensation Change validations weren't firing at the right time. Even if step conditions weren't met, Workday® still let the process move forward—only showing the validation after submission. This caused tasks to route incorrectly and left users with last-minute pop-ups instead of clear guidance upfront.

Our Perceived Value Vs. Effort:

Now Workday® gets it right. Warnings or errors show immediately if step conditions aren't met, and the process won't move forward until everything is set correctly. No more surprise pop-ups, no more misrouted tasks—just a smoother, more reliable experience.

Think of it like airport security: before, you could board and only later find out your ID was wrong. Now, you're stopped at the gate right away, saving everyone time and confusion.

What you need to do:

Absolutely nothing!

61

Managers Insight Hub - Advanced Compensation

Current Challenges:

The Manager Insight Hub has been a useful one-stop space for managers to analyze data, but until now, it lacked detailed pay information. Managers often had to leave the hub and pull separate reports to access compensation insights.

Our Perceived Value Vs. Effort:

This update adds a new page, “Budget & Resources Overview,” that brings pay-related insights directly into the hub. Managers can now see:

- Pay Range Analysis.
- Employee Grade Pay Range Analysis.
- Bonus Payment History.
- Target vs. Actual Bonus Payment.

If your organization already uses the hub, these insights appear automatically. If not, the setup is simple, and the payoff is significant—one consolidated hub with both

performance and pay data at a glance.

What you need to do:

- If the hub is already enabled: nothing, the new page will appear automatically.
- If the hub is not yet set up: consider enabling it to give managers richer insights without extra reporting steps.

If you do nothing: Managers already using the hub will benefit automatically. Those without it will miss out on the added compensation insights.

62

Annual Total Rewards Package Card on the Benefits and Pay Hub

Current Challenges:

Before, there was no straightforward way to decide if monetary values in the Annual Total Rewards Package card should be shown or hidden. The release notes didn't help much either — the guidance was vague, leaving admins scratching their heads about how workers would actually see their rewards. Basically, it was like watching a movie with half the subtitles missing.

Our Perceived Value Vs. Effort:

Value here is low to moderate — it really depends on how much you lean on customizing displays. For employees, it's a transparency win: being able to see the actual numbers in their Benefits and Pay hub makes the whole experience more meaningful. For admins, it's a flexible tweak, not a huge lift. Think of it as switching from watching The Office on basic cable to streaming it on demand — same show, but a way better experience if you want the full picture.

What you need to do:

You want workers to see unmasked monetary values, enable the Enable Total Rewards Data Visualization Card in tenant setup. Double-check that the Total Rewards Chart and Annual Compensation cards are added if you're using custom sections. If you skip it, the card will keep values masked by default or may not appear at all depending on your hub setup.

63

Machine Learning Plan Recommendations for Request Compensation Change

Current Challenges:

Managers often feel like they're making salary decisions with a blindfold on — too much guesswork, too many spreadsheets, and not enough guidance. It's like trying to assemble IKEA furniture without the little instruction booklet.

Our Perceived Value Vs. Effort:

This update brings in machine learning recommendations — think of it as having

J.A.R.V.I.S. (Iron Man's AI) whispering in your ear: "Based on patterns, here's the best move." High value because it reduces bias, saves time, and makes decisions more consistent. The effort? Pretty low. Once it's enabled, the recommendations appear right where you need them.

What you need to do:

Turn on the feature in the Request Compensation Change process, and let the algorithm do the heavy lifting. The system crunches data from past trends and offers smart, contextual suggestions. You don't have to follow them — just like Spotify's "Discover Weekly," it's there to guide, not to dictate.

64

Remove Prior Compensation for Rehires

Current Challenges:

Rehiring someone and dragging their old comp details along feels like bringing your ex's stuff into your new apartment—messy, confusing, and unnecessary.

Our Perceived Value Vs. Effort:

High value, low effort. Think of it like Marie Kondo for Workday®: thank the old comp data for its service, then let it go.

What you need to do:

Use the Remove Prior Compensation for Rehires setting.

That way, employees come back fresh—like hitting the "new game" button instead of "continue with old save."

Result? Clean records, fewer errors, and no awkward "oops, did we just give them their 2019 salary package back?"

65

Enhanced User Interface for Request Compensation Change

Current Challenges:

The old Request Compensation Change screen felt like a spreadsheet from the early

2000s — clunky, text-heavy, and requiring too much effort to figure out what went where. Managers weren't exactly lining up to use it.

Our Perceived Value Vs. Effort:

With this refresh, think of it as Workday® swapping its flip phone for a smartphone. Cleaner, more intuitive, and way easier to navigate. The value is high because it actually makes people want to use it. Effort? Low to mid — you'll just need to get used to the new layout.

What you need to do:

No extra clicks or secret admin tricks here. Once this enhancement is switched on, managers will see a streamlined interface when submitting compensation changes. The process is more visual, less clunky — kind of like moving from MS Paint to Canva.

66

Templates for Request Compensation Change

Current Challenges:

Requesting comp changes can sometimes feel like writing the same email over and over again: "Hi, can I get a raise/promotion/adjustment?" Copy-paste galore. Plus, each manager does it a little differently, which creates inconsistencies and slows down approvals.

Our Perceived Value Vs. Effort:

Now you can use templates for compensation changes. Think of it like ordering your favorite coffee on a mobile app: you don't have to explain it every time, you just pick the saved template, hit go, and boom — latte (or raise) delivered. High value, low effort once the templates are set.

What you need to do:

- Create templates for your most common compensation changes (merit, promotion, adjustment).
- Share the templates with managers so they don't reinvent the wheel.
- Test a request using the template and confirm it routes smoothly through approvals.

67

Request Default Compensation Change Event

Current Challenges:

Changing compensation in Workday® sometimes feels like trying to reset your e-mail password — too many clicks, too many options, and easy to get lost in the process. If you just needed the "default" version, there wasn't a quick way to make it happen without jumping through extra steps.

Our Perceived Value Vs. Effort:

When you select the Enable Employee Visibility Date check box in the Compensation section of the Edit Tenant Setup - HCM task, we no longer display a blank section on a Request Compensation Change event that you:

- Saved for later, and then.
- Canceled or rescinded.

Fixing this issue ensures full visibility into all attempted compensation actions, enhances audit/compliance, improves reporting accuracy, reduces rework, and strengthens governance — ultimately saving time, improving trust, and enabling better decision-making.

What you need to do:

Nothing at all!

68

View Compensation Change

Current Challenges:

When reviewing a compensation change, empty sections still showed up if they were part of the ConnectR template—even when there was no data. The result? Extra clutter and confusion.

Our Perceived Value Vs. Effort:

This update hides those empty sections automatically, making everything easier to read and less noisy for HR and managers. The best part? Zero effort on your end—it just work.

What you need to do:

Absolutely nothing. The system cleans things up for you.

69

Migrate Compensation Eligibility Rule

Current Challenges:

When looking at a worker's compensation change, empty sections would still pop up if they were part of the ConnectR template, even if they had no data. The result? Extra clutter on screen and unnecessary confusion—like when you open a streaming app and half the "recommended for you" list is stuff you'd never watch.

Our Perceived Value Vs. Effort:

This change cleans things up, making the view easier to read and less noisy for HR and managers. Effort on your side? Zero. The update is applied automatically, so you just get the smoother experience without lifting a finger.

What you need to do:

Nothing at all. From now on, Workday® will automatically hide empty sections when viewing compensation changes.

70

Retire Mass Operation: Calculated Plan Assignment Update (DO NOT USE)

Current Challenges:

Remember those tools in your garage that seemed useful at some point, but now just collect dust? That's what this Mass Operation became. It was clunky, outdated, and had better alternatives available.

Our Perceived Value Vs. Effort:

Workday® is now retiring that limited operation type and replacing it with a better one: "Calculated Plan Assignment Updates by Position." This new version works for both MBT and non-MBT employees and supports multiple positions, not just the primary one. It simplifies benefit plan management and ensures consistency across different employee types and job roles.

This update requires some setup, as organizations will need to switch to the new operation type and adjust any existing processes that relied on the old one. However, the long-term value is high because it reduces confusion, expands functionality, and improves flexibility in managing calculated plan assignments.

What you need to do:

Use Calculated Plan Assignment Updates by Position instead.

We recommend you begin using the new mass operation type in your scheduled processes.

71

Simultaneous Compensation Changes Using Multiple In Progress Request Compensation Change Processes

Current Challenges:

Before, Workday® kept things strictly one-at-a-time — like standing in line at the bank. If you already had a Request Compensation Change in progress, you couldn't start another. This meant delays, workarounds, and the occasional "Why can't I just do this now?"

Our Perceived Value Vs. Effort:

This is like upgrading from dial-up to Wi-Fi. Suddenly, you're not waiting for one thing to finish before starting the next. High value, mid effort — totally worth enabling.

What you need to do:

Admins can now configure Workday® to allow multiple simultaneous Request Compensation Change processes for the same worker. Think of it like opening multiple tabs in your browser — you can run parallel updates without waiting for one to close before starting another.

72

(U.S. Federal) Nature of Action Conditional Displays for SF 50

Current Challenges:

For federal HR teams, filling out SF-50 forms can feel like walking through a minefield—too many fields, too many rules, and too much room for error. Without guardrails, users risk populating irrelevant or conflicting fields, leading to compliance issues or delays in processing.

Our Perceived Value Vs. Effort:

Medium effort, high impact. By introducing conditional displays, Workday® makes sure users only see what's relevant to the nature of the personnel action. Think of it as putting blinders on a horse—focusing attention where it needs to be and avoiding unnecessary distractions.

What you need to do:

- Run the Personnel Action Request Setup report and configure NOA data in the Pay Changes and Miscellaneous Changes section.
- In Maintain Federal Field Values, map one or more allowance or one-time payment plans to each NOA code.
- In Maintain Staffing Fields Defaults, use the new Personnel Action Request tab to configure conditional rules for blocks 12 and 20 on SF 50.

73

Sub-Organization Summary Page

Current Challenges:

There were inaccuracies with top-level organization compensation reviews.

Our Perceived Value Vs. Effort:

No effort as long as you've already opted into Compensation Review Planner Experience Enhancements.

What you need to do:

Nothing.

74

Enhanced User Interface for Compensation Subprocesses and Business Processes

Current Challenges:

Compensation processes weren't always easy to manage. The older interface felt inconsistent, and depending on the task — hires, position edits, or compensation changes — the experience could be confusing. That inconsistency slowed HR teams down and increased the risk of mistakes.

Our Perceived Value Vs. Effort:

This release introduces a modernized interface that makes compensation processes clearer, more consistent, and smoother to use across different business processes.

The value?

High — fewer mistakes, less confusion, and improved efficiency for HR teams.

The Effort?

Very low — the new interface is enabled automatically.

For those who still prefer the old look, there's a temporary opt-out, but it will disappear in a future release.

What you need to do:

Nothing by default. The enhanced interface is automatically enabled.

If you want to opt out temporarily:

- Go to the Maintain Feature Opt-Ins report.
- Search for Enhanced User Interface for Compensation Processes.
- Select Opt Out of Feature.
- Sign out and sign back in to switch back to the old interface.

Keep in mind: starting with 26R1, opting out will no longer be possible — the new interface will be standard.

75

(U.S. Federal) Pay and Grade Retention

Current Challenges:

The key challenge addressed by this Workday update is the complexity and inefficiency in managing pay and grade retention for U.S. federal workers who are reassigned to lower-responsibility roles. Previously, organizations had to:

- Create multiple job profiles to retain previous compensation details.
- Manually document retention using Personnel Action Requests (SF 50).
- Handle inconsistent reporting and integration with payroll systems.

This process was labor-intensive, error-prone, and lacked standardization, especially for federal agencies that must comply with strict compensation and documentation rules.

Our Perceived Value Vs. Effort:

The new retention data enhancements offer high value across several areas. HR processes become more streamlined by removing the need for multiple job profiles and manual tracking. Compliance is easier too, with SF 50 forms now automatically populated with retention data. Reporting gets a boost thanks to new fields and web services that improve tracking and analytics. Payroll integration is more accurate and automated, and the user experience is improved with a clearer interface that makes retention data easier to manage and view.

However, the effort required is moderate. Organizations will need to configure new fields, update business processes, and possibly adjust existing integrations. HR teams may also require training and support to use the new features effectively. Additionally, developers will need to adopt updated SOAP web services to ensure full integration.

What you need to do:

UI:

01

Access the Maintain Pay Rate Determinants task. Configure pay rate determinants and select Grade Retention or Pay Retention as the Type.

02

Select your pay or grade retention pay rate determinant in the Pay Rate Determinant field located in the Compensation - Guidelines section when you run these processes:

Change Job.

Hire (in the Propose Compensation selection).

Request Compensation Change.

03

Enter pay or grade retention information in the revealed fields.

04

Optional) Configure your Compensation Change templates to include pay and grade retention fields. Your templates must be enabled for the Change Job and Request Compensation Change business process types, and must include the Guidelines section.

Web Services:

If you load an incorrect pay rate determinant, you can use the Put Pay Rate Determinants web service to delete it. To do so, you must:

01

Specify the Pay Rate Determinant ID or WID you wish to delete in column D.

02

Specify Delete as Y.

03

Leave all fields in the Pay Rate Determinant Data (All) section empty.

INTEGRUM

Connection to Workday® HCM

76

Top-Down Headcount Planning

Current Challenges:

Traditional headcount planning in Workday® leaned heavily on the bottom-up approach — each team building their own numbers and pushing them upward. The problem? It was slow, messy, and often lacked a clear big-picture view. Leaders didn't have an easy way to see summarized data early or spin up new planning cycles quickly. Changing course felt like turning a massive cargo ship.

Our Perceived Value Vs. Effort:

Enter the top-down approach. Leaders can now start with high-level plans, set direction, and let details cascade down. This makes planning cycles faster, clearer, and way more flexible.

Reward:

High. Summarized views, quicker planning cycles, and smoother collaboration.

The Effort:

Moderate. Setup is required, but the long-term time savings and reduced complexity are worth it

What you need to do:

01

Specify the Pay Rate Determinant ID or WID you wish to delete in column D.

02

Specify Delete as Y.

03

Leave all fields in the Pay Rate Determinant Data (All) section empty.

- Participate: Headcount Planning (view and modify plans).
- Compensation Details: Headcount Planning (optional, for comp data and supervisory org changes).

04

Confirm all participant security groups are included in the Shared Participation step.

If you don't enable these steps, planning will stay bottom-up, and you'll need to manually lock older plans.

INTEGRUM

Core Human Capital Management

77

Document Security for Integrations

Current Challenges:

Before this update, integration documents in Workday® were like leaving your diary open on the kitchen table — anyone with access to audit files could peek at sensitive processing details. Audit messages logged everything, sometimes exposing way more than admins wanted to share. For orgs with strict compliance needs, this was a real security headache.

Our Perceived Value Vs. Effort:

Now, Workday® locks the diary. Two big changes make integrations much safer:

- New security domains: Control who sees integration output documents (like from Kenexa or Unistaff).
- Suppress Messages Audit: Automatically hides unnecessary web service details so sensitive data stays protected.
- Reward: Huge. Stronger security, compliance support, less exposure.
- Effort: Tiny. Suppression is automatic, and the new domains inherit your existing integration security.

This is one of those updates where the payoff is major and the setup lift is almost nothing.

What you need to do:

- Relax — audit message suppression works by default.
- For new integrations, double-check default security settings to ensure they match your organization's policies.
- Continue managing access through your Integration Event domains as usual — the new security rules will flow from there.

78

Emergency Contact Primary Phone Report Field

Current Challenges:

Emergency contact phone numbers weren't always reliable in reports or validations. The system didn't consistently prioritize the right phone type, which could mean missing or inaccurate info when it mattered most — not great in an actual emergency.

Our Perceived Value Vs. Effort:

Now, Workday® makes sure emergency contact phone data is consistent and prioritized correctly. Home phone comes first, work phone second, giving you a clear, reliable point of contact every time. It's a small change with big impact — minimal effort, high value, especially when safety is on the line.

What you need to do:

Validate the new Emergency Contact Primary Phone field in your custom reports or validations.

Confirm it's following the new logic (Home → Work).

Update reporting documentation or training so everyone's on the same page.

79

SMS Notifications for Numbers

Current Challenges:

Recruiters couldn't send SMS messages to candidates with international phone numbers in the old +1222333-4444 format. This meant some candidates were unreachable, creating gaps in communication and slowing down the hiring process.

Our Perceived Value Vs. Effort:

This fix ensures recruiters can consistently reach candidates, no matter what format their phone number uses. It's a small change, but it delivers big value—keeping communication smooth and avoiding missed connections. Best part? The effort is minimal.

What you need to do:

Run a quick test by sending an SMS to a candidate with an international number in the old format to confirm it delivers correctly.

If your recruiting team flagged this issue before, update any internal recruiter guides to let them know the problem has been resolved.

Global Address Validation for Additional Countries

Current Challenges:

Workday® relied only on Google for address validation, which meant coverage was limited. Many countries weren't supported, leaving organizations with messy, inconsistent address data. That translated into reporting errors, extra manual corrections, and operations slowed down by bad data entry.

Our Perceived Value Vs. Effort:

Now, Workday® partners with Melissa to add validation for 89 more countries, including Canada and the UK. Real-time validation improves accuracy and standardization, so clean data flows into every process — from reporting to payroll to compliance.

Value:

Very high. Accurate data at the point of entry, less manual cleanup later.

Effort:

Moderate. You'll need to opt in and activate address validation by country, but once set, the benefits far outweigh the lift.

Think of it as upgrading from "hope this address works" to a GPS-level check before anything goes into your system.

What you need to do:

For MSA subscriptions:

Opt in using the Innovation Services Opt-In task.

Go to Maintain Localization Settings → Contact Information → Activate Address Validation by country → Check Active.

For UMSA subscriptions:

Go to Maintain Localization Settings → Contact Information → Activate Address Validation by country → Check Active.

If nothing is done, the new countries will not be validated and the chance to improve data quality will be lost.

OPM Connector: EHRI and eOPF Integrations

Current Challenges:

The existing OPM Connector integrations had serious limitations. EHRI only returned employees with changes or active employees, which left gaps in reporting. Formatting didn't always match OPM guidelines (like salary fields with symbols or phone numbers in inconsistent formats). And flexibility was lacking — no way to subset employees by type, no mapping for Authority fields without historical SF-50s, and outdated field mappings across key elements.

Our Perceived Value Vs. Effort:

This release tightens compliance and expands capability:

- Complete employee records: EHRI can now return subsets by employee type, and eOPF automatically includes retired and terminated employees.
- Cleaner data: standardized salary and phone formatting.
- More flexibility: new Employee Types attribute and custom Authority field mapping.
- Updated field mappings: more complete, more accurate, and aligned with reporting needs.

Value:

Very high, especially for federal agencies that rely on OPM compliance.

Effort:

Mixed — moderate setup if you configure custom Authority codes, low for the rest since most updates apply automatically.

What you need to do:

For EHRI Connector:

- Configure the new Employee Types integration attribute if you want to return subsets.
- Create and configure custom fields on the Worker object:
- Career Tenure Authority Code.
- Current Appointment Authority 1 & 2.

Map these fields in Maintain Federal Field Values.

For eOPF Connector:

No setup required — the system now automatically includes retired and terminated employees.

For eOPF Connector:

Review updated field mappings to ensure they align with your reporting needs.

Populate custom values on worker profiles under Additional Data.

Double-check data formatting (salary, phone, etc.) to confirm downstream processes won't break.

82

Turnover Summary

Current Challenges:

Tracking turnover used to mean pulling scattered reports and piecing together the story manually. HR teams didn't always have a clear snapshot of how many employees were leaving, when, or under what circumstances. That made it harder to spot trends or share clean insights with leadership.

Our Perceived Value Vs. Effort:

The new Turnover Summary delivers a streamlined, consolidated view of exits. Instead of juggling multiple reports, you get a single place that highlights the numbers and context you need to understand turnover patterns.

The value here is obvious: faster insight, clearer storytelling around attrition, and better data to fuel conversations with leadership. And since it's automatically available, there's no real lift — just an easier way to stay on top of one of the most important HR metrics.

What you need to do:

Nothing to turn it on — the Turnover Summary is already live.

Make sure HRBPs and leaders know it exists and start using it as their go-to view for turnover conversations.

83

Rescinded Hire Event

Current Challenges:

When a Hire event was rescinded after completing a Form I-9 step, the system failed to cancel the remote I-9 processes tied to that hire. This created unnecessary open processes and confusion for HR teams.

Our Perceived Value Vs. Effort:

Now, Workday® makes rescinded hire events smoother and cleaner. When you roll back a hire, the system automatically handles the ripple effects (like job requisitions and key worker data).

Value:

High — less manual cleanup, fewer errors, cleaner records.

Effort:

Low — it's available out of the box, no heavy setup needed.

It's basically the Ctrl+Z of HR, but without the usual chaos.

What you need to do:

No mandatory action — this update is auto-enabled.

Review your rescinded hire processes to see if any custom workflows need tweaking.

Double-check reports and integrations that rely on hire/rescind events to confirm they align with the new cleanup logic.

84

Purge Form I-9 Date Constraints

Current Challenges:

Before, Workday® was pretty strict about when you could purge I-9 data. Even if records had passed the legal retention period, some inactive worker files got stuck because of rigid system date rules. On top of that, the system's messaging didn't make it clear who held the compliance responsibility, leaving HR in a "wait, is this on us or Workday®?" limbo.

Our Perceived Value Vs. Effort:

Effort is minimal. This update improves compliance flexibility and clarity but isn't something most users interact with daily. It's important for HR teams managing I-9 data correctly.

What you need to do:

The ball is now in your court. Review USCIS retention requirements and make sure your purge criteria in Workday® are set correctly. The system won't enforce date restrictions anymore, so accuracy is on you.

85

(U.S. Federal) Enhancements to Standard Form 52 - Request for Personnel Action

Current Challenges:

Think of the old SF-52 like a playbook missing diagrams — sure, the basics are there, but it leaves too much room for confusion and errors in execution.

Our Perceived Value Vs. Effort:

High reward, moderate effort. Cleaner forms and automation mean fewer fumbles and more efficient moves down the field.

What you need to do:

- Use the enhanced SF-52 form for all new personnel actions — it includes updated sections for accuracy.
- Review your current workflows and swap out any custom forms or workarounds with the official version.
- Train HR staff and managers on the changes to prevent mistakes when submitting.
- Audit existing templates to ensure they align with the enhanced fields.

If You Do Nothing?

You'll keep running old plays that don't match the new rules of the game — slowing your team down and risking penalties in the form of rework and compliance issues.

86

Prioritized Cybersecurity Codes

Current Challenges:

Think of your system like a football field. Without clear plays, everyone's just running around, leaving massive gaps for the opponent to score. That's basically what happens when cybersecurity codes aren't prioritized — wide open lanes for risks.

Our Perceived Value Vs. Effort:

Medium effort, huge payoff. It's like adding a playbook where the defense already knows where to line up. Less scrambling, more stopping threats before they even get close to the goal.

What you need to do:

- Suit up and call the plays:
- Configure and apply prioritized cybersecurity codes in your environment.
- Map them to the most critical processes (your "end zone").
- Map them to the most critical processes (your "end zone").
- Regularly review code updates and adjust priorities like a coach tweaks strategies mid-season.
- Keep an eye on overlaps — don't put two defenders on the same player while leaving others wide open.

If You Do Nothing

It's like showing up to a game without a defensive strategy: your system will get scored on — and fast.

87

Filter on Worker History Events in Custom Reports

Current Challenges:

Although we knew the solution on how to bring worker history events to a custom report (building a calc field) lets face it, we were not so pleased about it.

Our Perceived Value Vs. Effort:

Report´s administrators you are going to love this one! Finally, we have a field that provides worker history event without having to create a calculated field. Workday® delivers the new Worker History - Filterable report field on the Worker business object that you can use in custom reports to bring a subset of worker history events.

These are the parameters you can filter when adding the new report field to a report:

- Latest effective dated event.
- Workflow states.
- Business process type.
- End Date and Start Date. You need to enter both dates for date filtering to work.

What you need to do:

- Provide users with access to the Worker Data: Historical Staffing Information domain.
- Create or update custom reports and add the new Worker History - Filterable report field as a column.

88

Multiple Jobs for Contingent Workers

Current Challenges:

Contingent workers used to be stuck in a one-job-only world. If they had more than one gig, managers had to juggle duplicate records, external trackers, or messy spreadsheets. That meant clunky workarounds, reporting gaps, and data that just didn't add up. To make it worse, some Workday® connectors weren't even built to handle multiple jobs, so syncing was a nightmare.

Our Perceived Value Vs. Effort:

Value:

High — this finally puts contingent workers on the same playing field as employees by letting them hold multiple jobs. Think of it like going from having just one streaming service to suddenly having Netflix, Disney+, and HBO Max all in one — a fuller picture, no gaps.

Effort:

Moderate to High — it's not a flip-the-switch update. You'll need to tweak business processes, security policies, event categories, and tenant setup. But once done, you unlock way more flexibility.

What you need to do:

- Configure security policies for new actions like Add Additional Job and End Additional Job.
- Set up rules for Switch Primary Job and Change Contract Details.
- Adjust categories in Maintain Event Categories and Reasons and End Additional Job Categories.
- Review your business process definitions so contingent workers get the right subprocesses.
- (Optional) Update optional fields so contingent workers show up everywhere they should.
- (Optional) Check Position Setup Options in tenant setup.

If you don't do anything, nothing breaks — but you'll miss out on making contingent workforce data way more accurate and manageable.

89

Manager Insights Hub - Hire Employee Buttons and View My Team in Mobile

Current Challenges:

Managers used to feel like they were juggling tabs just to get basic hiring done. Actions weren't all in one place, and the "View My Team" feature was stuck on desktop, leaving managers without quick access when they were on the move. This meant more delays, extra steps, and reduced efficiency overall.

Our Perceived Value Vs. Effort:

Value:

High — the update finally makes the Manager Insights Hub a true command center for hiring and staffing. Less bouncing around = faster navigation and a smoother experience. Think of it like upgrading from three remote controls to just one universal remote.

Effort:

Low to Moderate — some setup is required to enable the buttons and align security permissions, but once it's done, managers get a big payoff in usability.

What you need to do:

If the Manager Insights Hub is already configured:

- Grant managers security access to hire actions (pre-hires, rehires, inactive workers, etc.).
- Make sure security permissions line up with manager roles.

If it's not configured yet:

- Secure the Manage: Manager Insights Hub domain.
- Review and enable any other domains you need for your setup.

If you do nothing: the Hub still works, but managers may or may not see the new buttons depending on permissions.

90

Worker Connectors Integrations Attributes

Current Challenges:

- Too much noise: Audit files and diagnostic reports were always visible — clutter everywhere, plus exposing details no one needed to see.
- Security gaps: Integration docs weren't locked down enough, leaving the door open for unauthorized eyes.
- No control: Customers couldn't decide what showed up in integration events, making governance clunky.

Our Perceived Value Vs. Effort:

Value:

High — Think of it as putting privacy glass on your car windows. Only the right people see what they should.

Effort:

Low — Suppression is on by default for new integrations. For older ones, just double-check settings. Easy win.

What you need to do:

Nothing to kick things off — suppression is automatic.

If you still want access, configure these domains:

View: Account Provisioning Integration Document.

View: Core Connector Integration Document.

If You Do Nothing: Workday® will hide those audit files by default, and workers may lose access unless the domains above are secured.

91

Prevent Out of Order Rescinding of ID Events

Current Challenges:

Think of ID events like moves in a game of Jenga. If someone pulls out a block from the middle before the top one's even been touched, the whole tower wobbles and risks collapse. That's what happens when rescinds don't follow the right order — data gets messy, and processes break.

Our Perceived Value Vs. Effort:

With this update, Workday® now enforces the "top-down rule." No more pulling the wrong piece first — rescinds have to follow the logical sequence. It's a lightweight improvement on your side, but it keeps the tower (your data) stable and standing tall.

What you need to do:

Nothing new to configure. Just keep processing rescinds as you normally would — Workday® will now block anything that could knock the tower over.

92

Similar Existing Job Profiles on Manage Job Profile

Current Challenges:

Creating job profiles from scratch can feel like reinventing the wheel — time-consuming, repetitive, and prone to inconsistencies.

Our Perceived Value Vs. Effort:

High value, low effort. You now get AI-powered recommendations of similar job profiles, which saves time and keeps things aligned.

What you need to do:

When creating or editing a job profile, review the suggested similar profiles. Pick and adjust instead of starting from zero.

Pro Tip: Use this not just for speed but for consistency across roles. It helps maintain standardization in your org while still allowing custom tweaks.

93

(U.S. Federal) Personnel Action Request (PAR)

Current Challenges:

Previously, Personnel Action Requests (PAR) forms could show extra or unnecessary fields, making it harder for HR staff to process cancellations accurately and stay compliant with OPM standards. There was also room for manual mistakes when handling block data.

Our Perceived Value Vs. Effort:

The value is high because this update simplifies the cancellation process, reduces errors, and ensures compliance.

The effort is low since the update is automatically available for U.S. Federal customers, no manual setup required.

What you need to do:

Nothing additional. The update applies automatically.

However, for specific cases where blocks must remain empty, HR admins can configure them in the Personnel Action Request Setup task.

94

Manager Integrated Organizations

Current Challenges:

Managers often juggle multiple roles, org structures, and reporting lines that don't always align in Workday®. Without clear integration, it can feel like trying to manage three different group chats without knowing who's actually supposed to be in which one. The result? Confusion, inconsistent reporting, and slower decision-making.

Our Perceived Value Vs. Effort:

The new Manager Integrated Organizations (MIO) feature delivers high value with moderate effort. It formally links a manager's position to the supervisory organization they lead, eliminating data gaps and providing cleaner, more transparent reporting. MIO also strengthens Workday® as a source of truth by improving data quality, system integrations, and visibility across worker profiles, reports, and global search.

Our Perceived Value Vs. Effort:

To adopt MIO, you should:

- Configure the new Manage: Manager Integrated Organization domain.
- Use the Edit Manager Integrated Organization task to establish manager-org links.
- (Optional) Add the MIO field to worker profiles for visibility.
- Leverage the new reporting fields and web services to strengthen custom reporting and integrations.

If no action is taken:

- Your tenant remains unchanged.
- But you'll miss out on improved reporting, data quality, and visibility.

95

Updated Security on Social Security Number Verification Service

Current Challenges:

Previously, access to output files from the Social Security Number Verification Service was broader, creating potential risks in controlling who could view sensitive employee data. This made it harder to ensure strict compliance and data privacy.

Our Perceived Value Vs. Effort:

This update introduces a dedicated security domain for the Social Security Number Verification Service. It gives you precise control over who can access these output files, ensuring stronger compliance and tighter data security. The effort is minimal: Workday® automatically copies existing policies from the Integration Event domain, and you only need to make small refinements if you want to fine-tune access.

The payoff is big: stronger compliance, enhanced privacy protection, and greater peace of mind knowing that sensitive data is safeguarded.

What you need to do:

Review the new View: Social Security Number Verification Integration Document security domain.

Update the domain policy if you need to add or remove specific workers or security groups.

If no action is taken, access remains consistent with the Integration Event domain, but you'll miss the opportunity to fine-tune permissions for better control.

96

Form I-9 for Remote Hire

Current Challenges:

Verifying employment eligibility for remote hires is a headache. Managers often scramble to find authorized representatives, and the process feels like a patchwork of workarounds rather than a consistent system. It slows onboarding and leaves room for errors.

Our Perceived Value Vs. Effort:

High value, moderate effort. Think of it as upgrading from mailing paper forms back and forth to a secure digital check-in. It still requires coordination, but the clarity and compliance payoff make it worth the lift.

What you need to do:

No action is required—migration occurs automatically.

Be aware that all new links will point to the updated external site, while any existing one-time links continue to point to the old site.

97

E-Verify Mandatory Web Service Upgrades

Current Challenges:

Previously, when E-Verify required a mandatory web service upgrade, organizations had to manually submit surveys with their Account ID and Integration ID. This created delays and added administrative burden to maintain compliance.

Our Perceived Value Vs. Effort:

Workday® now automates this process by securely retrieving and sharing your E-Verify Account ID and Integration ID directly with E-Verify when upgrades are required. The data is kept confidential and stored in your tenant for reference. The value is high—removing manual steps, reducing delays, and ensuring compliance—while the effort is zero.

What you need to do:

No action required — Workday® handles the process automatically.

98

E-Verify Employer Agent

Current Challenges:

Previously, every company needed its own E-Verify setup—even if an employer agent was managing them all. It was like giving each store in a franchise its own separate checkout system: repetitive, inefficient, and harder to oversee.

Our Perceived Value Vs. Effort:

Now, employer agents can use one integration for multiple companies, streamlining onboarding and cutting down on duplicate setups. The setup effort is moderate, but the payoff—efficiency, scalability, and easier compliance—is significant.

What you need to do:

In the E-Verify portal: confirm employer agent enrollment and register each client company.

In Workday®: enable the new employer agent attribute, configure the security domain, add client IDs, and update the I-9 business process.

If you do nothing:

You'll still need to run separate integrations for each company—losing the efficiency of a single, streamlined process.

99

Manager Insights Hub - View Matrix Organization Button

Current Challenges:

Leaders of matrix organizations often faced challenges accessing information specific to their teams.

While the Manager Insights Hub was helpful, the process for retrieving matrix organization data wasn't always clear.

With this update, a new "View Matrix Organization" button is added to the View My Team tab within the Manager Insights Hub. This button is only visible to workers with leadership roles in matrix organizations, making it much easier to access and run the Matrix Organization report.

Our Perceived Value Vs. Effort:

This update enables managers and leaders within matrix organizations to launch the Matrix Organization report directly, effective as of the chosen date.

It provides a faster, more intuitive way for leaders to access data, reducing the number of steps needed to retrieve information.

With only a small security adjustment required, this improvement delivers quicker access to matrix organization data and is a valuable enhancement for minimal effort.

What you need to do:

To view this new “View Matrix Organization” button you need to have the configuration for Managers Insight Hub.

First you need to add the following two domains to the Managers Security group: Self-Service: Organization and Worker Data: Organizations domains and Manage: Manager Insights Hub domain

If the correct domains are assigned, only the workers in a in a leadership role on a Matrix Organization will be able to see the new button.

If you do nothing or don’t have access to the domains, you won’t be able to see the new button.

100

Retirement Special Population Value on Change Job Event

Current Challenges:

One small but frustrating aspect when starting a change job, was that Workday® didn’t automatically populate the “Retirement Special Population” value from the new position on the event.

This meant that even if the Retirement special population changed with the new position, Workday® didn’t pick on that change and had to do it manually.

Is a little extra work, but a few more minutes of work that could easily be picked by the system as they are assigned in the position itself.

Our Perceived Value Vs. Effort:

This update makes it so when doing the change job to a new position, the system will populate Retirement Special Population value from the new position.

A pretty good change, as it means less manual work for users. To make it better, this is an automatic update, so no actions or efforts are required to have it working.

What you need to do:

Nothing, this is an automatic update, and no user actions are required.

101

U.S. Federal - Effective Date for Personnel Action Request Setup Task

Current Challenges:

Previously, three critical fields in the Personnel Action Request Setup task—Nature of Actions, Legal Authorities, and Remarks—had no effective dates. This made it difficult for federal agencies to track when changes applied, leading to confusion and gaps in compliance with OPM standards. It was like having important events written down without a date—hard to know when they started or ended.

Our Perceived Value Vs. Effort:

With this update, Workday® now includes From Date and Through Date for these fields, ensuring that changes are tracked historically and applied accurately. This keeps personnel actions clear, compliant, and easy to manage. The effort is minimal compared to the high value of staying aligned with U.S. federal law.

What you need to do:

Go to the Personnel Action Request Setup task and configure the From Date and Through Date for these fields:

- Nature of Actions.
- Legal Authorities.
- Remarks.

If you do nothing:

Your system won't capture effective dates for these fields, making it harder to maintain accuracy and compliance with OPM requirements.

102

Job Profile

Current Challenges:

Job profiles sometimes felt too boxed-in. Once created, making adjustments wasn't always intuitive or flexible, which could leave teams stuck with outdated or incomplete information. This limited visibility for both managers and employees, and updating job structures often required more effort than it should.

Our Perceived Value Vs. Effort:

The value here is solid:

Cleaner, more adaptable job profiles that make managing roles smoother and more accurate. By improving the way job profile data is stored and displayed, this update helps HR and managers keep things aligned without extra headaches.

The effort is minimal:

The enhancements are automatically available, so you don't need to reconfigure your whole setup. Think of it as Workday® handing you an upgraded toolbox without making you learn how to use new tools.

What you need to do:

No special steps are required. Just start using the updated Job Profile features as they roll out — they're ready to go out of the box.

103

Talent Qualification Fields for Job Profile Snapshot

Current Challenges:

Before this update, job profiles could feel incomplete. Sure, they showed the basics, but when it came to seeing a worker's qualifications (like certifications, education, or language skills), you had to dig around in other places. This slowed things down, especially for managers making quick hiring or promotion calls.

Our Perceived Value Vs. Effort:

This update is all about visibility and speed. By bringing talent qualification fields directly into the Job Profile Snapshot, managers get a fuller picture without the scavenger hunt. It's like upgrading from a highlight reel to the full movie.

The value is high

faster, smarter decisions with more context at your fingertips.

The effort?

Low. It's automatically available, no heavy lifting required on your side.

What you need to do:

Nothing major — this one is plug-and-play. The fields are now visible in the Job Profile Snapshot by default. You may just want to update your team's training materials so everyone knows they can find certifications, education, and more in one spot.

104

Remote Form I-9

Current Challenges:

Completing Form I-9 has always been a bit of a logistical headache. Traditionally, it required in-person verification, which made remote hiring feel clunky and outdated — like insisting someone rent DVDs when everyone else is already streaming.

Our Perceived Value Vs. Effort:

Now with Remote I-9, employees can complete verification without being physically present. It's smoother, faster, and aligns with the reality of remote work. The effort is minimal compared to the payoff — like switching from dial-up internet to Wi-Fi: same purpose, but infinitely less painful.

What you need to do:

- Make sure your HR and compliance teams are trained on the remote process.
- Communicate the new option clearly to new hires during onboarding.
- Keep compliance in check by documenting remote verifications properly.

105

Correct Action for Edit Government IDs, Legal Name Change, and Personal Information Change Business Processes

Current Challenges:

Ever tried fixing someone's personal info in Workday® and realized halfway through you picked the wrong action? It's like hitting "Reply All" when you meant "Reply" — painful, messy, and a nightmare to clean up.

Our Perceived Value Vs. Effort:

Now, you can Correct instead of cancelling and restarting the whole process. Think of it as an "undo" button for government IDs, legal name changes, and personal info edits. Low effort, high reward — less time re-doing admin work, more time actually moving forward.

What you need to do:

To enable Correct Action for a business process, you must configure security groups on the business process. Example:

From the related actions menu of the Legal Name Change business process, select Business Process Policy > Edit.

In the Who Can Do Actions on Entire Business Process section of the Edit Business Process Security Policy task, select the security groups you want for the Correct Action.

We recommend that you configure the Correct Action for administrators and managers.

Enabling the Correct Action for these business processes has the added benefit of working with the Worker Start Date Corrections feature.

106

Marital Statuses (Do Not Use)

Current Challenges:

Some marital status options in Workday® are basically relics — outdated, redundant, and not aligned with today's reporting needs. Think of them like those random apps still sitting on your phone that you never use but refuse to delete "just in case."

Our Perceived Value Vs. Effort:

By cleaning these up, reporting becomes cleaner and compliance stays on point. It's low effort but prevents major headaches down the line (like avoiding that "why does this even exist?" moment during audits).

What you need to do:

Simple: don't use the deprecated marital status values when updating worker records. Stick to the valid options only.
It's like being at a buffet — sure, there are 20 dishes, but some are clearly not meant to be eaten. Skip the ones with the "do not use" sign and you'll be fine.

107

Trended Workers Data Source

Current Challenges:

Tracking workforce trends used to be clunky. Data was scattered across multiple sources, making it tough to analyze headcount changes, movements, or workforce patterns over time. You either had to stitch together custom reports or settle for incomplete insights—neither option was ideal.

Our Perceived Value Vs. Effort:

This new data source pulls it all together. You now get a single, streamlined place to access trended worker data, making analysis faster and way more reliable.

The real value? Clear visibility into headcount growth, exits, and movements without the headache of piecing things together manually.

And the best part: effort is close to zero. It's delivered automatically, so you can start using it right away in your reports and analytics. Big insights, minimal lift.

What you need to do:

No setup required—just start leveraging the Trended Workers Data Source in your reports to get a cleaner picture of workforce dynamics.

108

Because Of Field Values on Rescinded Business Processes

Current Challenges:

When you rescinded a business process, the Because Of field didn't always display the right information. Specifically, standalone events weren't shown correctly, which left gaps in tracking and made it harder for admins and auditors to see why a process was rescinded.

Our Perceived Value Vs. Effort:

This fix brings clarity back to rescinded events. Workday® now correctly shows both:

The subevent.

The standalone event.

This makes rescinded processes easier to follow and ensures accurate historical context.

Value:

High—better visibility, better compliance, fewer audit headaches.

Effort?:

Medium—you'll want to test and validate, but once it's in place, reporting and tracking become much cleaner.

What you need to do:

Run the following Test Scenario: Rescind a business process and verify that we correctly display these events in the Because Of field:

The subevent.

Standalone event.

109

HCM Admin Hub

Current Challenges:

Before the HCM Admin Hub, managing HCM setup felt like running errands across a city with no map. Tasks were scattered across different modules—Core HCM, Recruiting, Compensation, Benefits, Absence, Time Tracking, and Scheduling—making it harder for admins to know where to go. On top of that, many didn't even know all the reports or features available, which hurt adoption and slowed them down. And while the hub is automatic, there's still a need for customization so it fits each organization's workflows.

Our Perceived Value Vs. Effort:

Value:

High: Centralized access reduces time spent searching for tasks/reports, improves administrator productivity, and ensures better visibility into new feature releases.

Effort → Low

This is automatically available, technical lift is minimal. Configuration (titles, links, navigation) requires modest setup but not heavy implementation work.

The main effort will be user orientation and adjusting training/job aids to reflect the new consolidated hub navigation.

What you need to do:

Enable & configure: It's automatically on, but use the hub settings to align navigation and links with your org's workflows.

Customize: Adjust sidebar, suggested links, and hub titles.

Train: Update training and job aids so admins know where to find everything in the new layout.

If you skip it, you'll still have the hub, but without tailoring it, admins may not get the full benefit. A little effort here gives you smoother processes and better adoption in the long run.

110

Primary and Additional Nationality Fields on Various Business Objects

Current Challenges:

Some workers hold more than one nationality, but Workday® was treating nationality like a "one-slot only" field. That meant important data about additional nationalities was often left out or hidden, like only letting you choose one flavor at the ice cream shop when you clearly wanted the two-scoop combo.

Our Perceived Value Vs. Effort:

Now you can capture both primary and additional nationalities across multiple business objects. That means better reporting, fewer gaps in compliance, and a clearer view of your workforce's global identity. It's medium effort for setup but a big win in the long run.

What you need to do:

When entering worker data, make sure you're filling out both the primary nationality field and any additional nationality fields when applicable. This ensures your records are as complete as possible.

Think of it like filling out your playlist — you wouldn't only save one favorite song if you could add more, right?

111

Mass Update Reports to Use Pacific Time Zone for Effective Moment

Current Challenges:

Reports pulling effective-dated information often trip up when time zones clash. Imagine trying to schedule a meeting across continents without checking which day it actually is—confusing, inconsistent, and a recipe for errors. That's been the case when effective moments were interpreted in mixed time zones, creating discrepancies in report results.

Our Perceived Value Vs. Effort:

With this update, Workday® standardizes effective moment calculations in Pacific Time. Think of it as everyone finally syncing their watches to the same clock. The effort here is minimal—you just need to update your reports in bulk. The payoff? Cleaner, consistent results across the board, without second-guessing whether "effective now" means midnight in New York or lunchtime in LA.

What you need to do:

Turn on the feature → Opt in to Workday® 32 – Time Zones in the Maintain Feature Opt-Ins report.

Give access → Make sure the right users have security to the Custom Report Administration domain.

Update reports → Use the new Mass Update Reports to Use Pacific Time Zone for Effective Moment task to select which custom reports should use Pacific Time Zone.

Any reports not selected will keep using the user's local time zone

112

Managers Insight Hub - Performance

Current Challenges:

Managers often feel like they're flying blind. Performance data exists, but it's scattered, delayed, or buried in different dashboards. That means decisions about recognition, promotions, or interventions can end up being reactive instead of strategic.

Our Perceived Value Vs. Effort:

High reward, low effort. This hub consolidates performance insights into one place, giving managers a clearer, faster way to act — no more chasing multiple reports or guessing.

What you need to do:

- Go to Manager's Insight Hub > Performance.
- Review performance trends, ratings, and distribution for your team.
- Use the hub to spot high performers, identify outliers, and prepare for talent discussions.
- Share insights with HR partners or leadership directly from the hub to support decisions.

113

Accomplishments Domains and Report Fields

Current Challenges:

Accomplishments data in Workday® felt a little boxed in before — access was limited, and reporting options weren't flexible enough. This meant missed opportunities for managers and admins to really showcase and analyze achievements across the org.

Our Perceived Value Vs. Effort:

Here's the win: new domains and report fields mean more visibility, better filtering, and richer reporting around accomplishments. Managers can finally pull sharper insights without hacking together workarounds.

From a value standpoint, it's high — you're unlocking data that was previously buried. Effort stays low — no heavy setup, just leverage the new domains and fields in your existing reports. It's like suddenly getting HD lenses for data you've been squinting at in standard definition.

What you need to do:

Update or build reports that pull from the new accomplishments domains and fields. This way, you'll make the most of the expanded data set and give your team leaders clearer, more actionable insights.

Job Architecture Hub

Current Challenges:

Managing job profiles has often been like juggling too many browser tabs — scattered, repetitive, and hard to keep clean. Duplicates sneak in, outdated roles linger, and it's tough to see the bigger picture of what skills your organization actually needs.

Our Perceived Value Vs. Effort:

The new Job Architecture Hub changes the game. Everything job-related lives in one place, with reporting and AI tools to keep profiles tidy and meaningful.

Reward:

High. Centralized hub, smarter insights, cleaner data.

Effort:

Moderate. Some setup is required, but the long-term clarity is worth it.

The new Job Architecture Hub changes the game. Everything job-related lives in one place, with reporting and AI tools to keep profiles tidy and meaningful.

What you need to do:

01

Grant Access — give users access to the Manage: Job Architecture Hub domain. Optional extras:

- Audit: Job Architecture Hub.
- Job Profile: Find Similar Jobs.
- Manage Job Architecture Hub: Market Skills.
- Manage Job Architecture Hub: Skills Analytics.

02

Turn On AI Features — in the Innovation Services and Data Selection Opt-In task:

- For Find Similar: Talent Profile Data.
- For Market Skills: Talent Profile Data + Job Requisition Data.

Remember:

These features work only in Preview and Production tenants (not Implementer).

Market Skills is currently in Preview for U.S. Data Centers.

Skills Cloud must be enabled for Market Skills.

115

Managers Insight Hub - Time & Scheduling

Current Challenges:

Fragmented navigation: Managers had to bounce around different sections just to handle time tracking, scheduling, and absences.

Limited visibility: Absences, pending approvals, or workers hitting thresholds weren't in one place, so managers lacked the full picture.

Inefficient workflows: Too much time wasted flipping between reports and tasks, slowing everything down.

Outdated structure: The old Time Management section just wasn't organized enough to keep up with managers' daily needs.

Our Perceived Value Vs. Effort:

Value:

High — Everything's now centralized in the Manager Insights Hub. Time, absence, scheduling… all in one spot. Easier navigation, smoother workflows, less stress.

Effort:

Low — It's automatically available. No setup needed beyond showing users where to click.

What you need to do:

01

If you've already customized the Time Management Overview (now Time & Scheduling Overview):

The page will show up empty.

You'll need to review and apply the new updates manually.

02

Everything else updates automatically.

03

If you haven't configured the Hub yet, follow the Set Up Manager Insights Hub steps under Related Links.

If You Do Nothing

Managers can still access the Manager Insights Hub.

The Time & Scheduling Hub is still there

If both hubs exist and you search for a shared task/report, Workday® will push you to the Manager Insights Hub.

Reports/tasks not copied over remain accessible in the Time & Scheduling Hub.

116

Manager Insight Hub - Contingent Worker Team

Current Challenges:

Managers had to juggle different tools just to keep tabs on contingent workers—approvals in one place, work orders in another, tenure tracking somewhere else. It was messy and made staying on top of risks harder than it should've been.

Our Perceived Value Vs. Effort:

This update pulls everything into one single hub. Now, managers can see both full-time and contingent workers together, track potential risks, and take quick action without bouncing between tools. Effort is moderate if you're integrating with VNDLY (you'll need setup and security config), but the payoff is big—streamlined oversight, faster decisions, and way less admin chaos.

What you need to do:

If you're managing contingent workers in standard Workday®, you're all set—this section appears automatically.

If you want the full VNDLY integration, follow the setup guide: create the keys, adjust security policies, and configure tenant steps to unlock the Contingent Overview page.

Do you want to level-up your Workday game?

Schedule a call with us!

Click Here!

INTEGRUM

Core Payroll

117

Payroll Input Not Processed Report

Current Challenges:

Reports weren't behaving as expected: after payroll completion and a worker's pay group reassignment, retro payroll inputs from the old pay group would still show up. This caused reporting errors, extra checks, and a whole lot of confusion for payroll admins.

Our Perceived Value Vs. Effort:

This fix is all about accuracy and peace of mind. Now the report only shows relevant payroll inputs tied to the correct pay group, cutting out the noise. High value, zero effort — payroll teams can trust the data without wasting time double-checking. Think of it like cleaning out a playlist: no more old tracks sneaking in and messing with the vibe.

What you need to do:

Nothing complicated. Just run the Payroll Input Not Processed Report after payroll completion and a pay group change to validate. Confirm that retro inputs from prior groups no longer appear. Once you see it, you'll know reporting is cleaner and sharper by design.

118

Add Payroll Input

Current Challenges:

When payroll admins ran a pay calculation, Workday® didn't always display the Add Payroll Result button on the pay result. This happened specifically when the Disable Payroll Result Profile box was selected in the Edit Tenant Setup – Payroll task, leaving admins without quick access to add results.

Our Perceived Value Vs. Effort:

This fix makes payroll smoother and more intuitive. The Add Payroll Result button now shows up consistently, reducing extra steps and ensuring admins can act right away.

Value:

Higher accuracy and efficiency in payroll management.

Effort:

Low—this change is applied automatically once you're on the new release.

What you need to do:

Nothing major!

Just run a pay calculation for a worker and confirm the Add Payroll Result button is visible on the pay result. If you previously had workarounds or training notes flagging this issue, you can now update them—they're no longer needed.

119

Bank Account Verification for Payment Elections

Current Challenges:

The main challenge was the risk of fraud and unauthorized changes to bank account information used for payroll payments. Without a way to verify bank details, someone could potentially change account numbers through phishing or other attacks, leading to serious security issues. Workday® needed a way to protect employees and organizations from these threats by making sure only valid and authorized changes are allowed.

Our Perceived Value Vs. Effort:

Workday® is stepping up payroll security with bank account verification screens for payment elections. Now, when users try to update their bank info, the system checks if the account number or IBAN is valid and blocks access after too many failed attempts. It's a smart way to prevent fraud, protect sensitive data, and give organizations more control. Bonus: there are tools to unlock access if someone gets blocked and help messages can be customized to guide users through the process.

This is a high-value update for any organization focused on payroll safety. It boosts security, reduces fraud risk, and gives admins more control—even with a moderate effort it's setup that's well worth the effort.

What you need to do:

01

Access the Edit Tenant Setup - Financials task.

02

Select the Bank Account Masking for Payment Election check box.

03

Enable Bank Account Verification for Payment Elections.

04

Configure the maximum attempts on the Maximum Attempts Override for Payment Election Verification field.

05

On the Maintain Payment Elections Help Text task, enter the help text that displays on the lockout screen.

06

Provide access to users to the new domain Manage: Unlock Payment Elections Access. This provides users access to the Unlock Payment Election Access task.

What Happens if I do Nothing?

Workday® won't require the user to verify their bank account before making changes.

120

Configuration for Retro Lines with Salary Cap Grant

Current Challenges:

Retro costing for Salary Cap Grants used to feel like trying to fit a square peg into a round hole. Options were too restricted, forcing payroll teams to jump in and manually fix things to stay compliant. On top of that, reporting wasn't consistent — no clear defaults meant confusion and messy payroll journals.

Our Perceived Value Vs. Effort:

Value:

High — Now retro payroll costs know exactly where to go. The system automatically allocates them to the right Salary Cap Grant default, cutting out the second-guessing.

Effort:

Low — The feature is just there, ready to roll. All you might need to do is confirm or tweak your default settings in Payroll Accounting Options.

What you need to do:

Nothing on your end. This update is more of a "tidy-up," fixing a formatting glitch behind the scenes.

121

Current Accounting for Gross to Net Pay Results

Current Challenges:

Tracking payroll accounting results has often been like piecing together a puzzle. Finance teams needed to run multiple reports and jump between pay periods just to get the full story. Retroactive changes, reallocations, or adjustments made after payroll closed created extra complexity, making it hard to see a clear, consolidated picture of gross-to-net results.

Our Perceived Value Vs. Effort:

This update streamlines everything into one place. With the new Current Accounting tab, you can instantly see all journal lines tied to a pay result—original entries, adjustments, and retro impacts—without juggling multiple reports. Best of all, it's automatically available, so there's virtually no effort required to start using it.

The perceived value is high-faster reconciliation, fewer reporting steps, and a more transparent audit trail for payroll accounting—while the effort to adopt is almost zero.

What you need to do:

Start using the Current Accounting tab on pay results and the Run Payroll Accounting Reallocation task to view consolidated journal lines. If you want to track retro costing across source and target periods, make sure the Enable Retro Costing option is selected on the Maintain Payroll Accounting Options task. This way, you'll get complete visibility of retro entries and their associated periods.

122

Salary Over the Cap - Evaluate 0% Full-Time Equivalent as 100%

Current Challenges:

When employees were set at 0% FTE, salary cap validations could go sideways. The system treated them as if they weren't truly full-time, which created gaps in compliance and unexpected errors in comp calculations.

Our Perceived Value Vs. Effort:

Now, Workday® evaluates 0% FTE workers as if they're 100% for salary over-the-cap checks. That means smoother validations, fewer manual fixes, and more accurate compliance reporting. Low lift, high peace of mind.

What you need to do:

- Enable the new checkbox: “Salary Over the Cap – Evaluate 0% FTE as 100%” in Maintain Payroll Accounting Options.
- Recalculate payroll results if payroll has already been processed.
- Validate that workers with 0% or blank FTE are now included correctly in the OTC grant allocation.
- Communicate to payroll and grants teams why this matters (to prevent compliance issues).

123

Run Off-Cycle Pay Calculation

Current Challenges:

Running off-cycle pay calculations for large worker populations could be slow, impacting payroll processing efficiency. It often felt like waiting for a single printer to handle an entire office’s workload—eventually the job finished, but not without delays.

Our Perceived Value Vs. Effort:

This update improves the performance of the Run Off-Cycle Pay Calculation task, making it faster and more efficient even for large worker groups. Think of it as upgrading that printer to a high-speed model that handles big jobs smoothly. The benefit is higher payroll efficiency, with no additional effort required.

What you need to do:

No action required—performance improvements are automatically available.

124

Canada Statutory Pay on Pay Result

Current Challenges:

Previously, if a statutory holiday calendar event in Canada was deleted, Workday® still calculated and displayed holiday pay on the pay result. This could cause inaccurate payroll, confusion for employees, and potential compliance risks. It’s a bit like paying for a concert ticket to a show that was already cancelled—something that should never happen.

Our Perceived Value Vs. Effort:

Workday® has introduced a smart fix: when a statutory holiday calendar event is deleted, holiday pay is no longer calculated for that date. This ensures pay results only reflect recognized holidays, protecting compliance with Canadian labor laws and reducing the risk of overpayments or errors. The value is high for payroll accuracy and compliance, while the effort is minimal since the update works automatically.

What you need to do:

No setup is required—the update runs in the background. For assurance, you can run a pay calculation for a worker and confirm that Workday® doesn't resolve Canada statutory pay when the calendar event is missing.

125

Payroll Results in Error Status

Current Challenges:

One key aspect of Workday® is that events typically require all information to run, but missing data should not completely stop the process—it can usually be added later.

Previously, when running a Pay Component for US Payroll that lacked a Position as its Calculation Worktag and was linked to FLSA Premium Processing, the event would return an "Error" status and could not move forward.

This update fixes the issue. Now, instead of failing with an error, the event will remain in an "In Progress" state, allowing the process to continue while missing information is addressed.

Our Perceived Value Vs. Effort:

This update addresses a very specific but frustrating issue that users occasionally encounter.

With no effort required, it corrects the error, so users no longer need to adjust configurations when processing this particular US payroll.

A simple but valuable quality-of-life improvement.

What you need to do:

Nothing, is an automatic update an no user action is required.

126

Payroll Accounting by Company/Period (Do Not Use) Report

Current Challenges:

The old "Payroll Accounting by Company/Period (Do Not Use)" report had limited usefulness and often left payroll teams needing custom reports to get the right insights.

Our Perceived Value Vs. Effort:

Workday® has retired the outdated version and replaced it with the new "Payroll Accounting by Company/Period" report—faster, more versatile, and ready to use out of the box. Users get better functionality without any extra effort.

What you need to do:

Nothing—just update any training materials or internal guides that still reference the retired report so your teams know to use the new one.

If you do nothing:

You'll automatically benefit from the improved report, but your training materials may cause confusion if not updated.

127

Edit Net Pay Validation/Arrears

Current Challenges:

Workday® spotted a tricky problem in the Edit Net Pay Validation/Arrears task. Before, users could enter values in the Default or Override Recoup Arrears Limit fields without checking the Recoup Arrears box.

That led to:

- Confusing setups.
- Inconsistent configurations.
- Potential payroll errors.

Our Perceived Value Vs. Effort:

What's the fix?

Now, if you try to set a limit without enabling arrears, the system gives you a clear error message.

No more silent mistakes!

Why it's great:

Keeps payroll configs consistent.

Improves data integrity.

Makes the workflow easier to follow.

Effort:

Super low! The change is automatic—just follow the updated workflow and let Workday® guide you.

This is a low-effort, high-impact update that makes life easier for payroll admins and helps prevent costly errors.

What you need to do:

Lay back and watch it happen in real time on your business processes.

128

Pre-Tax Deductions Pay Component

Current Challenges:

Pre-tax deductions could sometimes feel like a maze. Different rules applied depending on the component, and it wasn't always straightforward to see how certain deductions were being factored in before taxes kicked in. That meant payroll teams often had to double-check results to make sure everything lined up.

Our Perceived Value Vs. Effort:

With Workday® introducing the Pre-Tax Deductions Pay Component, the logic gets cleaner. Now there's a dedicated, transparent component that organizes these deductions before taxes apply. Think of it like a VIP lane at airport security—you still go through the process, but now there's a dedicated path that's quicker, clearer, and less stressful.

The payoff is high (better accuracy, easier audits, and less second-guessing payroll runs).

The effort is low to moderate—mainly configuration and validation work, rather than rebuilding anything from scratch

What you need to do:

- Review your existing deductions setup to identify which ones should map to this new component.
- Update configuration accordingly.
- Test payroll results to confirm deductions are applying as expected pre-tax.
- Communicate changes to payroll teams so they know where to find and validate results moving forward.

129

Payroll Result Lines Report Field

Current Challenges:

Payroll reports often felt like reading a novel where half the pages were missing—you had totals and some data, but the detail you really needed was nowhere to be found. This made auditing or troubleshooting payroll results harder than it should've been.

Our Perceived Value Vs. Effort:

With the new Payroll Result Lines Report Fields, you're essentially getting the director's cut of payroll data—everything is included, no important scenes left out. More fields mean you can slice, dice, and analyze payroll with a level of precision that wasn't possible before.

The effort? Minimal—once fields are enabled, they flow directly into your reporting. The payoff? High—cleaner compliance, smoother audits, and faster answers when things don't add up.

What you need to do:

- Review the new payroll result line fields in your reporting environment.
- Update or rebuild existing reports to take advantage of the expanded field set.
- Share with your payroll and compliance teams—this will save them time chasing down missing details.

130

Pay Worklet

Current Challenges:

Employees often had to jump between different menus just to find pay information—like searching through multiple drawers for a single document. It wasn't intuitive, and people lost time hunting for details that should've been front and center.

Our Perceived Value Vs. Effort:

The Pay Worklet streamlines everything into one hub. Think of it as your all-in-one wallet app—instead of juggling cards, receipts, and balances across different places, you've got one clean, simple space to check pay slips, deductions, and overall compensation.

Effort on your side? Pretty low—it's all built into the worker experience. The value? High—fewer questions to payroll, better transparency, and happier employees who can self-serve what they need.

What you need to do:

- Enable the Pay Worklet in the worker's landing page if it isn't already.
- Configure access so the right level of detail is available to the right groups.
- Communicate the change to employees so they know they can stop "drawer-diving" for their pay info and use the streamlined worklet instead.

131

Accessibility For Processing Defaults On Add Payroll Input

Current Challenges:

Users relying on keyboard navigation or screen readers experienced difficulty interacting with the Processing Defaults section in the Add Payroll Input by Worker task. Options like Recurrence, Input Mode, and Run Category weren't fully accessible, slowing down payroll entry for those users.

Our Perceived Value Vs. Effort:

The update improves keyboard navigation, focus order, and screen reader compatibility, making the workflow fully accessible. This enhances usability, supports inclusive practices, and reduces errors for users who rely on assistive technologies. The value is high for accessibility, and the effort is zero since the improvement is automatically applied.

What you need to do:

No action is required. Once the update is live, these accessibility improvements are available immediately to all users.

Core Reporting

132

Maintain Field Lists

Current Challenges:

Report writers often struggle with long, cluttered lists of fields in Advanced and Matrix reports. Hunting for the right field it slows down reporting and makes the process frustrating.

Our Perceived Value Vs. Effort:

By centralizing field list management, report writers now have curated, cleaner lists that cut down on time wasted searching. It's faster, clearer, and ensures more accurate reporting results.

This fix delivers high value with zero setup effort—no extra clicks, no manual work, just a smoother reporting experience.

What you need to do:

- Use the new Maintain Field Lists for Reporting task.
- Create curated field lists by business object.
- Train report writers to toggle between curated and full lists when building reports.

If you skip this? Nothing breaks—but your team keeps scrolling through endless options instead of working smarter.

133

Dynamic Display By Option for Composite Reporting

Current Challenges:

Before, creating composite reports was a total time sink—you had to duplicate reports for each company or hierarchy just to cover all scenarios. It was repetitive, clunky, and felt like copy-pasting the same spreadsheet tabs over and over.

Our Perceived Value Vs. Effort:

This update is a real win for reporting teams. It makes reporting more flexible and dynamic by cutting down duplication and streamlining composite report creation. Effort is moderate—you'll need to configure some calculated fields, sub-reports, and prompts—but the payoff is high. Think of it like moving from manually copy-pasting sheets to using dynamic pivot tables: fewer duplicates, cleaner work, way more power.

What you need to do:

Update your sub-reports and composite reports to use the new Lookup Hierarchy calculated field and Top Level Company Hierarchy report field. Set up your row groupings, prompts, and repeating column groups as needed so reports render dynamically based on company or hierarchy selections.

134

Central Place for Managing Reporting Models

Current Challenges:

Managing reporting models in OfficeConnect for Financial Management used to be a scavenger hunt. You had to jump across multiple places, which slowed down tracking model health and made simple actions like editing or deleting more of a chore.

Our Perceived Value Vs. Effort:

Zero effort, since the page is available by default. For reporting teams, the value is solid: you now get one central hub that boosts visibility and makes managing models smoother. Think of it like having all your remote controls merged into one—no more fumbling around to find the right one.

What you need to do:

Nothing! The new Manage Reporting Models page is available automatically. If you do nothing, your workflow continues as usual, but you can now take advantage of the central management page for easier reporting model oversight.

135

Support for Multiple Reporting Models

Current Challenges:

Right now, reporting can feel like having only one outfit in your closet — it works, but it doesn't fit every occasion. One rigid model makes it harder to show off the right "look" for different audiences.

Our Perceived Value Vs. Effort:

High impact, light tailoring. You don't need to redesign the whole wardrobe — just add a few versatile pieces and suddenly you're ready for any runway.

What you need to do:

Use Set Up Reporting Model to create or edit reporting models.

Use Copy Reporting Model to duplicate an existing model.

Use Delete Reporting Model to remove a model.

If You Do Nothing

No changes will occur in Workday®.

136

Waterfall Chart in Report Writer

Current Challenges:

Report Writer didn't have a built-in way to show how individual increases and decreases add up to a final result. This made it harder to analyze things like:

Use Set Up Reporting Model to create or edit reporting models.

Use Copy Reporting Model to duplicate an existing model.

Use Delete Reporting Model to remove a model.

Without a waterfall chart, users often had to export data and build visuals manually, wasting time and risking inconsistencies.

Our Perceived Value Vs. Effort:

Now, Workday® delivers a Waterfall Chart option directly in Report Writer. It's more than just pretty visuals—this chart helps you see the story behind the numbers:

- Understand sequential deltas and how they shape totals.
- Spot trends faster with tooltips and drill-down capabilities.
- Present insights in a way that's easier for finance, operations, and project teams to interpret

Example: Imagine explaining a budget variance to leadership. Instead of saying "expenses went up and revenue dipped," you can show exactly how each factor adds or subtracts until you reach the final balance.

Value:

High — makes reports more powerful, interactive, and decision-friendly.

Effort:

Low — just some setup within custom reports, permissions, and chart configuration.

What you need to do:

Confirm the user running the task has security permissions.

01 Go to Create Custom Report or Edit Custom Report.

02 Select Matrix or Trending as your report type.

03 In the Output tab, pick Chart as your output type.

04 Configure the Waterfall Chart:

- Choose your Horizontal Axis (Row or Column Grouping).
- Select your metric from Metrics to Include.
- (Optional) Add labels and legends for Start, Increase, Decrease, and Total.
- Configure drillable fields if you want them in tooltips.

137

Object Transporter for Business Views Data Sources

Current Challenges:

Moving business view data sources between tenants used to be like hauling furniture without a moving truck—lots of manual work, prone to damage, and painfully slow.

Each migration meant rebuilding or adjusting data sources by hand, eating up time and leaving plenty of room for errors.

Our Perceived Value Vs. Effort:

Now, with Object Transporter support, you've basically been handed a teleportation device. Instead of lifting and shifting piece by piece, you can pack your data sources, send them off, and have them land safely in the new environment, intact and ready to go. The effort is low to medium (mainly configuring your transports), while the value is high—streamlined migrations, fewer mistakes, and faster rollouts.

What you need to do:

- Use the Object Transporter when moving business view data sources to new tenants instead of rebuilding manually.
- Validate that your migrated sources behave as expected in the target environment—think of it as double-checking that all the furniture arrived in the right room.
- Build this step into your regular deployment process so migrations stop being a bottleneck.

138

Analytics and Reporting Hub

Current Challenges:

Reporting in Workday® used to feel like hunting for files on a cluttered desktop — tools and tasks scattered everywhere, each in a different folder. Report authors and admins wasted time searching instead of actually analyzing data. The lack of a central spot slowed productivity and made discovering new features harder than it should be.

Our Perceived Value Vs. Effort:

The new Analytics and Reporting Hub finally centralizes it all. One clean place to access reporting and analytics tools, boosting productivity and making life easier for both authors and admins.

Reward:

High. Streamlined access, better feature visibility, faster reporting work.

Effort:

Low. Setup is minimal — and once enabled, the hub is always there.

What you need to do:

Give users the right security permissions to view and modify the hub by adding the new View: Reporting and Analytics Hub domain and enabling the security policy.

Next, add the hub as a worklet to the global navigation menu using the Configure Global Navigation task so it's easy to find.

If you skip the setup, the hub won't show up — and users will still be stuck chasing tools through the old scattered paths.

Dashboards

139

Collaborate within Adaptive Planning

Current Challenges:

Planning in isolation is like cooking alone in a massive kitchen — you'll eventually get a meal out, but it won't be nearly as rich or balanced as when everyone brings their own flavors to the table.

Our Perceived Value Vs. Effort:

High value, low effort. With collaboration tools baked right into Adaptive Planning, it's more like hosting a potluck: quick to set up, and everyone gets to contribute their "secret recipe."

What you need to do:

Think everything in its place:

- Enable the collaboration features in Adaptive Planning.
- Use built-in commenting and sharing to keep discussions tied to the right data
- Set permissions so the right "chefs" can stir the pot without spoiling the broth.
- Train your team to log notes, suggestions, or changes directly within the plan instead of emailing on the side.

If You Do Nothing

You'll still cook, but it'll be bland — insights will stay scattered, and you'll miss out on the richness of shared perspective.

Data Access

140

Object Transporter for UAM

Current Challenges:

Before this release, moving User Access Management (UAM) objects between tenants felt like hauling boxes without a dolly. Every transfer — whether it was action groups or authorization policies — required manual steps, and each step carried the risk of inconsistency. The process was time-consuming and left plenty of room for errors.

Our Perceived Value Vs. Effort:

The Object Transporter changes all that. Now you can migrate UAM objects either individually or bundled into a package. It's faster, safer, and much more reliable.

Value:

Very high — streamlined migrations, fewer mistakes, and consistent setups across tenants.

Effort:

Moderate — access needs to be configured, but once you're in, the time savings are huge.

Think of it as finally getting that dolly: the same work is suddenly smoother, quicker, and way less risky.

What you need to do:

- Make sure you have access to Customer Central.
- Ensure you have access to Object Transporter.
- Use Object Transporter to migrate Action Groups and Authorization Policies between tenants.

141

Run Retro Pay Calculation

Current Challenges:

One interesting fix that Workday® had to do with retro pay was with visibility.

When running the task, members of an Unconstrained Role-Based security groups had the full list of Pay groups visible in the "Pay Run Groups and/or Pay Group Details prompt" section of the task.

This is an issue, as it should only be able to see the pay groups that their role gave them access to.

It is not the end of the world, but the whole reason for the role access Security Group is to limit the access to information.

Our Perceived Value Vs. Effort:

This fix with no effort needed is a good correction, as giving the chance to role-based security groups to view or interact with all pay groups could cause issues down the line.

This fix is a good way to make sure only the right people have the correct access to data and information.

What you need to do:

Nothing at all, this is automatic and no user action is needed. .

INTEGRUM

Data
Privacy Tools

142

Schedule Privacy Purge Operations

Current Challenges:

Privacy purge jobs in Workday® used to feel limited and rigid. They were tied to default review actions and only applied to certain entities, which slowed down data cleanup. For admins, this meant more waiting, more workarounds, and less efficiency when handling sensitive data.

Our Perceived Value Vs. Effort:

This update makes purges faster and smarter. You now get:

Broader Coverage – More entities supported in purge operations.

More Control – The new Continue Mass Action option lets you keep processes moving without hitting a dead end.

Better Visibility – Automatic reporting links, like the Purge Summary Report, give clear tracking once jobs are complete.

High value, zero setup, everything works right out of the box.

What you need to do:

Validate the Mass Operation Type task to see the new options.

Test the Continue Mass Action functionality.

Note that Data Purge Operation Type has been renamed for clarity.

Confirm that the Purge Summary Report shows up after operations for tracking.

Bottom line: This is one of those updates where Workday® just made cleanup less of a headache—no extra clicks, no wasted time.

Globalization

143

2025R2 Language Translations

Current Challenges:

Global organizations rely on Workday® every day, but limited or incomplete translations made it harder for non-English speakers to fully engage with features like Time Tracking and People Analytics. This gap slowed adoption, created confusion, and sometimes made Workday® feel less accessible to international teams.

Our Perceived Value Vs. Effort:

Workday® is breaking down language barriers in 2025R2 with expanded translation coverage:

Arabic → Now available in Time Tracking (Employee and Manager Self-Service).

People Analytics → Translated into Simplified and Traditional Chinese, Dutch, French (France), German, Italian, Portuguese (Brazil), and Spanish (Neutral).

Think of it like subtitles suddenly showing up in your language while watching a complex movie—you instantly get the full story without guessing. This makes tools easier to use, more inclusive, and improves adoption worldwide.

Value:

High → Accessibility, inclusivity, and smoother adoption across borders.

Effort:

Very Low → No setup required, just awareness and optional preview review.

What you need to do:

Nothing major. The update is automatically available.

Optional: During the preview window, review translations to confirm accuracy and update training materials if needed.

Bottom Line.

This is one of those "small effort, big payoff" updates. By giving global teams a native-language experience, Workday® makes it easier for employees everywhere to stay engaged and productive—no translation workarounds required.

Business Object and Tenant Instance Report

Current Challenges:

When troubleshooting or analyzing reports, one of the biggest headaches was figuring out where a business object actually lived in your tenant. It often felt like trying to track down a package that was "somewhere in the system," but with no tracking number to check.

Our Perceived Value Vs. Effort:

The new Business Object and Tenant Instance Report is basically your tracking tool for Workday® objects. You can now see exactly where objects are, how they're behaving, and what's connected to them—without endless digging or guesswork.

The value is huge: clearer visibility means faster fixes, easier debugging, and less frustration for admins and reporting teams. The effort is low: just run the report and review the results—it's ready to use out of the box.

What you need to do:

Run the new report to familiarize yourself with how it displays tenant instances and business objects.

Use it as your go-to tool when you need to confirm where an object is or debug a reporting issue.

Share with your reporting and integration teams—they'll save hours of manual digging.

INTEGRUM

Grants Management, Payroll Accounting & Payslips

145

Award Journal Line Spend with Payroll Details

Current Challenges:

Think of this like splitting a dinner bill without seeing who ordered what. You know the total, but not the breakdown — messy for finance teams and frustrating for audits.

Our Perceived Value Vs. Effort:

High Value, Low Effort.

This update is one of those rare "why didn't we have this sooner?" features.

Big payoff:

Clear view of who's charging to grants, better compliance, fewer manual reports.

Small lift:

Just set up security groups, grant access, and you're done.

Result? Less chasing data, more time focusing on managing grant budgets.

What you need to do:

Setup is quick:

- Use Create Security Group to make a role-based security group for the user's role on the award or award line.
- In Reports: Award Journal Lines with Payroll Details, add that group and give it View access.
- (Optional) For worker details, repeat the steps for Worker Data: Position and Employee Worktag with an Unconstrained security group.
- Run Activate Pending Security Policy Changes, and you're ready to use the new Award Journal Line Spend with Payroll Details report.
- Big visibility, small setup.

INTEGRUM

Growth and Mobility

146

Import External Skill Mapping

Current Challenges:

Deleting external skills via EIB wasn't possible. Admins were stuck maintaining outdated or incorrect skill data, leading to messy records and manual clean-up.

Our Perceived Value Vs. Effort:

Now you can delete external skills directly through integration. This update makes skill data more accurate and easier to manage, saving time and reducing errors. The effort is moderate—some EIB updates are required—but the payoff is strong.

What you need to do:

- Update your EIB to include delete logic where applicable.
- Run a test by submitting an EIB with a skill marked for deletion.
- Confirm that the skill is successfully removed.

147

Suggested Skills on Worker Profile and Internal Apply

Current Challenges:

Right now, filling out your Worker Profile or applying internally is a bit like dressing with half an outfit missing — you've got the basics, but the details that make you stand out (skills) aren't always highlighted.

Our Perceived Value Vs. Effort:

High impact, low effort. Think of it like adding accessories to an outfit: minimal work, maximum style points.

What you need to do:

Enable Suggested Skills so the system recommends relevant ones to workers as they update their profiles or apply for roles.

Update your skill configuration in the worker profile and internal apply setup.

Encourage employees to review and confirm these suggestions to keep their profiles sharp.

If You Do Nothing

It's like going to an interview in a plain black suit with no tie, no shoes polished, no personality showing. Workers will look incomplete, and opportunities could be missed.

148

Skills Cloud: Workday®-Delivered Skill Categories and Skill Category Groups

Current Challenges:

Managing skills without structure is like showing up at the airport without an itinerary — you'll get somewhere, but it won't be where you meant to go.

Our Perceived Value Vs. Effort:

Low effort, high value. Workday® is handing you the equivalent of a pre-planned travel guide — categories and groups that make skills easier to navigate and use.

What you need to do:

Think of this like packing light but smart:

Review the Workday®-delivered skill categories and decide which ones fit your workforce.

Activate the Skill Category Groups so skills are easier to tag, report, and use across the platform.

Adjust your talent processes to align with these predefined groups — recruiting, learning, career development.

If You Do Nothing

You'll still "travel," but with no map — employees' skills will stay scattered, harder to track, and reporting won't have the clarity you need.

149

Skill Assessments as a Skill Level Source

Current Challenges:

Before this update, measuring skills was like picking players for a team without seeing them train — lots of guesswork, not much data.

Our Perceived Value Vs. Effort:

Think of it like upgrading from casual pickup games to official tournaments. A bit of setup (moderate effort), but you get clear, standardized results that actually show who's varsity-level and who's still warming the bench.

What you need to do:

- In Maintain Skills Configuration, turn on Allow Skill Assessments as Source.
- Create assessments and link them to skills like assigning drills to positions.
- Run the assessment — the scores will now update skill levels automatically.
- Use View Skill Profile to track player (employee) stats and growth over time.

If You Do Nothing

You'll still be running blind tryouts — no concrete data on who's ready to play first string, and skill growth will stay harder to measure.

150

Flex Teams Support Contingent Workers

Current Challenges:

Before this, contingent workers were like talented benchwarmers who could practice with the team but weren't allowed to step onto the field.

Our Perceived Value Vs. Effort:

Now they get a jersey, a number, and actual playing time. A few permissions to set, and suddenly your roster expands with more flexibility.

What you need to do:

To enable this functionality for contingent workers, update security policies:

- Flex Teams: Grant Modify permission to a security group with contingent workers (e.g., All Contingent Workers).
- Self-Service: Flex Teams: Grant View permission to the Contingent Worker As Self security group.
- (Optional) Opportunity Marketplace: Grant Modify permission so contingent workers can access flex team suggestions.
- (Optional) To let contingent workers approve or deny invitations:
- Edit the Add Flex Team Member business process security policy to add Contingent Worker As Self to View All, Approve, and Deny actions.
- Activate pending security policy changes.
- Edit the Add Flex Team Member (Default Definition) business process definition to add Contingent Worker As Self to the Approval step.
- Activate pending authentication policy changes.
- (Optional) To allow contingent workers to host flex teams:
- Add them to the Create Flex Team and Edit Flex Team actions on the Manage Flex Team business process security policy.
- Add them to the Manage: Flex Teams Host Access domain.

If You Do Nothing

Contingent workers will not be able to view, join, or host flex teams.

151

HR Partner Hub: Navigation Menu

Current Challenges:

Navigating HR tasks sometimes feels like being lost in a giant airport with signs pointing everywhere but your gate. Too many clicks, too much back-and-forth.

Our Perceived Value Vs. Effort:

Think of this as a sleek, modern terminal redesign. One menu, clear directions, less time wasted looking for "Departures." The effort is minimal, but the journey becomes smooth and direct.

What you need to do:

- Open the HR Partner Hub — your central terminal.
- Use the new navigation menu to jump between tasks instead of circling back through the main dashboard.
- Bookmark the hub if you're a frequent flyer (aka daily HR partner).

If You Do Nothing

You'll still get to your gate, but expect detours, missed connections, and a lot more walking than necessary.

152

Flex Teams Report Navigation

Current Challenges:

Navigating Flex Teams wasn't always intuitive. The original report lacked a clear name and description, which made it hard for users — especially admins, hosts, and workers — to understand its purpose or know what to expect. And when the report was empty, it didn't offer much guidance, leaving users unsure of where to go next.

This update brings clarity and direction to the Flex Teams experience, making it easier to find opportunities and understand how the report supports your workflow.

Our Perceived Value Vs. Effort:

To make Flex Teams easier to navigate, Workday® has renamed the report to Manage Flex Teams, added a searchable description, and introduced a helpful link when the report is empty. Depending on your access level, this link guides you to explore flex team opportunities via Career Hub, Opportunity Marketplace, or the Browse Flex Teams report. No more confusion or dead ends — just clear direction and smoother access to opportunities.

This is a high-value, low-effort update that enhances usability, improves navigation, and ensures users always know where to go next — making Flex Teams more intuitive and user-friendly.

What you need to do:

The update is automatically available and requires no setup. You can benefit from the improved experience right away.

What Happens if I do Nothing?

The Flex Teams report shows the updated name and description, and a link to flex team opportunities when the report has no data.

153

Skills Fit Analysis

Current Challenges:

The Skills Fit Analysis report was introduced to address the challenge of aligning internal talent with evolving business needs in a more strategic and data-driven way. Traditionally, organizations struggled to assess how well their workforce's skills matched current and future demands—especially when relying on static reports or manually built dashboards. This made it difficult to identify skill gaps, plan workforce development, or make informed talent decisions.

Our Perceived Value Vs. Effort:

Workday®'s new Skills Comparison Report is a game-changer for strategic HR planning. This visual, out-of-the-box tool lets you compare employee skills—including those inferred by machine learning — against the skills needed for specific roles or organizational goals. HR teams can:

- Filter the worker population
- Analyze up to 20 skills
- Instantly see how closely employees align with business needs

It's a powerful way to make smarter decisions about hiring, upskilling, and workforce planning.

This is a high-impact, moderate-effort update that empowers organizations to align talent with goals more effectively — all while simplifying the process.

What you need to do:

01

Activate and configure the Worker Data: Skills Reporting domain.

02

(Optional) Set up access to the Intelligent Job Architecture Hub or HR Partner Hub. If users have access to both hubs, the report is only displayed in the HR Partner Hub.

03

Intelligent Job Architecture Hub is secured to the Manage: Job Architecture Hub domain. HR Partner Hub is secured to Worker Data: HR Partner Hub domain.

04

(Optional) Access the Maintain Skills and Experience Setup task, and ensure the following options are selected:

- Populate Suggested Skills for Workers.
- Populate Suggested Skills for Job Profiles.

154

Career Hub and Opportunity Marketplace: Flex Team Match Analysis

Current Challenges:

Workers browsing flex team opportunities could see what roles were available, but they couldn't tell how well their own skills matched up. That left them guessing whether they were a strong fit or where they might need development—making it harder to take advantage of internal mobility and career growth opportunities.

Our Perceived Value Vs. Effort:

This update turns the guesswork into clarity. Workday® now adds:

- Match Strength Indicator – a quick visual that shows how closely a worker's skills align with the opportunity.
- Detailed Match Analysis – a breakdown of which skills are a strong fit and where gaps exist.
- Learning Suggestions – content recommendations to help workers close those gaps and be better prepared for the role.

It's basically like having a career coach built right into Career Hub and Opportunity Marketplace. Employees get clear, actionable insights that help them make informed decisions, while organizations encourage skill growth and mobility.

High value, low effort: the feature drives engagement and development without adding extra work.

What you need to do:

Nothing! The feature is automatically available.

Workers simply browse flex team opportunities, click into the role, and the insights are ready for them.

Bottom Line

This update empowers employees to explore opportunities with confidence, supports internal career paths, and builds a culture of continuous learning—all with no added setup.

155

Mass Populate Worker Profile with Skills

Current Challenges:

01

Limited skill sources: Before, mass population leaned mostly on job-profile or explicit skills. That meant worker profiles weren't really tapping into broader, smarter suggestions.

02

Data gaps: Profiles could feel half-baked, missing skills that actually matched the person.

03

Clunky setup: The Mass Populate task wasn't super intuitive — admins had to wrestle with labels and structure.

04

Vague notifications: The alerts didn't say much, leaving people in the dark post-updates.

Our Perceived Value Vs. Effort:

Value:

High — Worker profiles now get a boost with Suggested Skills powered by machine learning. Think of it as Workday® auto-suggesting what skills belong in someone's "playlist," so workforce data and planning become richer and sharper.

Effort:

Effort: Low — It kicks in with better defaults (10 suggested skills by default, expandable up to 20). Basically, it's plug-and-play.

What you need to do:

If you already had it set up, you're good. No extra work.

If not:

Activate and configure Set Up: Mass Populate Worker Profile Skills.

In Maintain Skills and Experience Setup, make sure to:

Enable Workday® Skills Cloud.

Populate suggested skills for workers.

Populate suggested skills for job profiles.

(Optional) Drop in a custom notification message in Custom Notification Message for Mass Populate Worker Profile Skills to give users more context.

156

Flex Team Hosts as Performance Review Additional Managers

Current Challenges:

01

Recognition gaps: Performance reviews skipped input from flex team hosts, meaning contributions during temporary assignments often went unnoticed.

02

Incomplete evaluations: Managers didn't get the full picture when employees were active in flex teams.

03

Process limitation: Flex team hosts weren't even an option in Additional Manager Evaluations, cutting down on diverse feedback.

Our Perceived Value Vs. Effort:

Value:

High — Reviews now give credit where it's due, capturing contributions during flex team stints. It's like finally letting the backup singers get some spotlight in the performance.

Effort:

Moderate — You'll need to set up and configure the Flex Team Hosts prompt in the Additional Manager Evaluation process.

What you need to do:

Configure the Flex Teams domain so flex team hosts show up as options when adding reviewers.

Configure the Flex Teams domain so flex team hosts show up as options when adding reviewers.

If You Do Nothing:

Flex Teams users will still see the new prompt when adding reviewers in performance reviews.

If Flex Teams and additional manager evaluations aren't set up, no changes will happen.

157

Skill Rating Reporting Security

Current Challenges:

Managers with constrained security access couldn't run reports that included in-progress skill data from Assess Skill events. This meant incomplete visibility of worker skills, making it harder to track development progress and slowing down talent assessments.

Our Perceived Value Vs. Effort:

This fix ensures accuracy and fairness in reporting. Even managers with limited permissions can now access skill ratings, creating a more consistent and equitable view of workforce skills. The value is high—better visibility into development progress—while the effort to adopt it is very low.

What you need to do:

Run a custom report including Skill Rated, Skill Rating Comment, and Skill Rating Value fields.

Confirm that managers with constrained security can now correctly view in-progress skill data.

Update your reporting documentation to reflect this change.

What happens if you do nothing?

Managers will miss out on this new visibility, leaving skill reporting incomplete and uneven across the organization.

INTEGRUM

Home Experience

158

Bulk Upload for Knowledge Management Articles

Current Challenges:

One frustrating aspect of using Management Articles was that migrating articles had to be done manually, one by one.

This was time-consuming and required significant effort to populate your content library.

With this update, you can now bulk upload up to 100 DOC articles as drafts into your content library.

This saves time and effort, makes editing drafts easier, improves self-service article creation in Workday®, and helps reduce case creation by providing valuable information more efficiently with article creation possibly being faster.

Our Perceived Value Vs. Effort:

This update is very exciting, as creating articles used to be time-consuming and manually intensive.

Now, you can write, edit, and manage multiple unfinished articles in bulk, allowing you to complete drafts whenever convenient.

With no effort required, authors can take advantage of this bulk functionality—a highly appreciated improvement that makes article creation much easier.

What you need to do:

Nothing, this update is automatic.

But only Authors will be able to see the Bulk uploading manually and can decide to use it when they want.

For all other users, the option to create and manage articles manually is still available.

159

Quick Tasks

Current Challenges:

Workday® is powerful, but sometimes it feels like overkill when you just want to do something simple — like submit time off, check payslips, or update your info. Too many clicks, too many screens, and too much friction for quick actions.

Our Perceived Value Vs. Effort:

Quick Tasks flips that experience on its head. Think of it as a "shortcuts app" inside Workday® — the stuff you need most often is now right at your fingertips, no detours required. The payoff is huge: less frustration, faster task completion, and a user experience that feels modern (finally).

And the best part? Effort is minimal. Once enabled, Quick Tasks just works. It's like getting a turbo button for your everyday Workday® flow.

What you need to do:

Turn on the Quick Tasks feature and make sure your employees know it's there. Encourage them to start using it for the small but frequent actions — they'll save time, and you'll cut down on repetitive "how do I...?" questions.

160

Quick Actions on Workday® Home

Current Challenges:

Quick Tasks on Workday® Home used to be machine-learning generated only, which meant little control for organizations. The result?

- Tasks shown weren't always the most relevant for users or business priorities.
- Employees wasted time searching for the actions they used the most.
- No consistent way to align web and mobile experiences.

Think of it like a playlist that's auto-generated but never matches your vibe—you end up skipping around instead of hitting play and getting straight to what you need.

Our Perceived Value Vs. Effort:

This update puts control back in your hands. Now you can:

Pin up to 10 Quick Actions that actually matter to you.

Add tasks, reports, or even external links for seamless workflows.

Keep consistency across web and mobile, with the same experience everywhere.

Look forward to upcoming enhancements like group targeting and mobile-specific items.

High Value, Low Effort: a quick win that immediately boosts usability and efficiency with very little setup.

What you need to do:

The feature is automatically enabled with default tasks.

Go to Home Page Settings → Edit Quick Actions to:

Add, remove, or reorder items.

Add external links (Quick Links or SAML SSO Links).

Configure between 3–25 items (but remember: only the first 10 show on the Home page).

Uptake the Global Navigation Sidebar for best navigation (this also replaces the old Top Apps section).

What Happens If You Do Nothing

Workday® automatically replaces Quick Tasks with the new Quick Actions setup. You'll still see default tasks like:

Time & Scheduling: Enter My Time, Submit My Time, Review Time, My Schedule.

Absence & Payroll: Request Absence, Manage Absence, Payslips, Total Rewards.

Expenses & Feedback: Create Expense Report, Give Feedback.

Other: My Org Chart, Find Jobs.

So even if you don't configure anything, you'll still get a better navigation experience by default.

161

Extend Cards on Workday® Home

Current Challenges:

Workday® Home cards were static and limited. They only showed a thin slice of info, so users had to click deeper just to see details. That slowed people down and made the homepage feel underpowered.

Our Perceived Value Vs. Effort:

Now, cards on Workday® Home can expand, surfacing richer content right on the homepage. Instead of bouncing in and out of pages, employees get what they need at a glance. It turns the home screen into a genuinely useful personal dashboard—less hunting, more doing. It's already enabled; no extra lift.

What you need to do:

Nothing to activate—the extended cards are available automatically.

If you design or manage homepage content in Workday®, decide what belongs "at a glance" versus deeper in the flow so the expanded cards earn their space.

Integration

162

Enterprise Interface Builder (EIB) Custom Object Data Enhancements

Current Challenges:

Before this update, EIB could feel like trying to style an outfit with half the accessories missing — clunky, incomplete, and not quite runway-ready.

Our Perceived Value Vs. Effort:

Think of it as tailoring: small stitching effort, but the end result is a clean, custom fit. Once you set it up, your data transfers walk the runway in perfect sync.

What you need to do:

To keep your EIB looking couture:

- Head to Create EIB and select Custom Object Data as your source.
- Map fields from your custom object so they align like accessories completing a look.
- Test your integration to make sure no "wardrobe malfunctions" (aka mismatched fields).
- Schedule it so data flows regularly — because even the best outfits need repeat showings.

If You Do Nothing

You'll still be stuck with the "off-the-rack" look: generic, incomplete data outputs that don't quite fit your organization's needs.

163

Payroll Journal Outbound Connector

Current Challenges:

Think of payroll like running a busy restaurant kitchen: you've got tons of ingredients (data) that need to be prepped, portioned, and sent out fast. But if your line cooks don't have clear recipes (connectors), things get messy, and orders get delayed.

Our Perceived Value Vs. Effort:

This new connector is like adding a sous-chef who organizes all the ingredients, portions them correctly, and hands them off to the waitstaff. Setup takes a little work, but the payoff is smooth service and fewer wrong plates leaving the kitchen.

What you need to do:

This update is a usability improvement that enhances clarity with no required setup.

164

Financial Integration Templates Improvements

Current Challenges:

Financial integration templates used to be moody — if no inbound docs were found, the whole thing failed. That meant:

- Integration failures: Workflows came to a dead stop.
- Inconsistent processing: Some templates crashed completely, others limped along with errors.
- Operational inefficiency: Teams had to jump in, manually fix, and reprocess, wasting time and delaying financial operations.

Our Perceived Value Vs. Effort:

Value:

This is way more reliable now. Instead of crashing, integrations finish with warnings so workflows can keep moving.

Effort:

Low — It's all automatic. No setup needed, just enjoy smoother runs.

What you need to do:

Nothing major. Workday® already updated the Core Connector: Electronic Customer Invoices template. If no doc is found, it'll now wrap up with an error instead of throwing warnings.

165

ADP Check Print Integration

Current Challenges:

Printing checks with ADP wasn't always smooth — extra steps, delays, and sometimes mismatched data.

Our Perceived Value Vs. Effort:

High reward for a one-time setup. Once connected, ADP handles the check printing flow directly, so payroll admins can breathe easier.

What you need to do:

Configure the integration with your ADP account.

Map the Workday® payroll output fields to ADP's check print requirements.

Test with a sample payroll run to confirm formatting and delivery.

Keep in Mind

This one's a set-it-and-forget-it move. Once done, ADP handles the heavy lifting.

166

GoBD Template Enhancement To Include Asset Data

Current Challenges:

German tax compliance under GoBD is notoriously strict—think of it like an escape room where every clue (your financial data) needs to line up perfectly. Until now, asset data hasn't been fully integrated into the GoBD template, leaving organizations scrambling to pull it from other places during audits. This patchwork approach not only creates risk of errors but also slows down audit readiness.

Our Perceived Value Vs. Effort:

Medium effort, very high payoff. By enhancing the GoBD template to include asset data, Workday® eliminates the need for manual consolidation. It's like finally having all your Lego pieces in one box instead of hunting under the couch cushions mid-build.

What you need to do:

Enable the new Asset DIS integration service to add Asset.csv to the GoBD Template.

Use Configure Integration Field Attributes to remove any output fields you do not need.

167

Eligible for Rehire - Former Worker (Do Not Use)

Current Challenges:

That old “Eligible for Rehire – Former Worker (Do Not Use)” field has been hanging around like a ghost nobody wanted. It didn’t serve a real purpose and just cluttered up decisions and reporting. The name itself was confusing, leading to misinterpretations and unnecessary clicks.

Our Perceived Value Vs. Effort:

Finally clearing the noise. By removing this field, Workday® is making rehire decisions clearer, simpler, and less error-prone. No extra effort required—this is one of those updates that quietly does the housekeeping for you. The value is in cleaner data and sharper processes, all delivered with zero lift on your side.

What you need to do:

If you’re still using a report field that’s scheduled to retire soon, it’s time for a quick upgrade!

We recommend switching to the new report field to keep things running smoothly.

It’s a simple change that’ll save you headaches later.

168

Effective and Entry Date Reporting

Current Challenges:

When you run reports in Workday®, there’s often confusion between the Effective Date (when the change actually applies) and the Entry Date (when it was entered into the system). Without visibility into both, it’s like trying to watch a movie but only seeing the release date, not when it was filmed — you miss key context.

Our Perceived Value Vs. Effort:

Now, you can report on both Effective and Entry Dates side by side. That means you'll know when the change happened and when it was logged, making audit trails and compliance checks much clearer. Low effort, high payoff — think of it as having both the movie premiere date and the behind-the-scenes filming date in your notes.

What you need to do:

This update may impact your training materials. It's recommended that you use the new replacement report fields when scheduling new integrations. There is no impact to existing integrations.

Add both Effective Date and Entry Date fields into your reports where tracking timing matters.

Use this especially in compliance-heavy areas (like payroll, job changes, or benefits).

Train managers to understand the difference, so approvals and reviews run smoother.

169

Adaptive Planning Notifications

Current Challenges:

Adaptive Planning notifications lived only inside the platform. That meant if you weren't logged in, you could easily miss key updates—slowing down communication for teams who live on Slack.

Our Perceived Value Vs. Effort:

Think of this like giving your updates a direct line to Slack instead of waiting for you to log in and check. Admins need to handle the integration setup, and users connect their accounts, but once it's rolling, it streamlines notifications, boosts responsiveness, and makes collaboration smoother. For teams glued to Slack, the value is high.

What you need to do:

Admins: complete the Slack integration via the Notifications Setup link.

Users: connect Adaptive Planning to Slack through Manage Notifications.

Skip it? Notifications stay locked inside Adaptive Planning.

170

Workday® Adaptive Planning and NetSuite Integration

Current Challenges:

Finance and HR often feel like they're trying to pass notes across two different classrooms. Data in Adaptive Planning doesn't always line up with what's in NetSuite, leaving teams doing double entry, fixing mismatches, or waiting on someone to "translate" between systems.

Our Perceived Value Vs. Effort:

This integration basically knocks down the wall between those classrooms. Adaptive Planning and NetSuite can finally share the same chalkboard. The setup takes some effort, but once it's in place, everyone sees the same numbers, in real time — way less confusion, way more collaboration.

What you need to do:

Enable and configure the connector, set up your mappings, and let the systems sync. After that, you're not stuck in back-and-forth reconciliations — both planning and accounting stay aligned, ready for faster strategy and fewer headaches.

171

Pipeline Task Scheduling

Current Challenges:

Running integration pipelines can feel like waiting for a bus with no timetable — you know it'll show up, but not exactly when, and it usually disrupts everything else in the process. Without scheduling, teams often deal with last-minute delays, resource conflicts, or worse, pipelines colliding with each other.

Our Perceived Value Vs. Effort:

High value, moderate effort. Scheduling pipelines means you can line them up like a Netflix queue — each runs when it's supposed to, no spoilers, no overlap. It smooths operations, avoids conflicts, and keeps downstream processes happy and predictable.

What you need to do:

Navigate to an existing pipeline task and open the new Info & Schedules tab.

Select Add Schedule to define name, frequency, time, and status.

Optionally, review past task runs or initiate runs manually in the Recent Runs tab.

172

Tasks and Task Runs in Adaptive Planning Integration

Current Challenges:

Managing integrations in Adaptive Planning used to feel clunky—you had to hop between separate pages just to check tasks and their runs. That meant more clicks, fragmented views, and wasted time trying to keep track of what was running and what had already been executed.

Our Perceived Value Vs. Effort:

With this update, Workday® gives integration monitoring a much-needed facelift. Everything lives in one place now:

Toggle between tasks and runs without leaving the page.

Filter by status to quickly zero in on what you're looking for.

One-click Create Task button so you can spin up new jobs instantly.

Cleaner layout with improved column positioning for faster scanning.

Think of it as swapping your old, messy filing cabinet for a sleek digital dashboard—you spend less time searching and more time acting.

Value is high:

Improved visibility, easier navigation, and faster task creation. Effort is low: it's automatic, no heavy setup required.

What you need to do:

Nothing major—your existing tasks, task runs, and histories move automatically to the new view.

Just familiarize yourself with the Tasks page, where you'll now see both active tasks and the history that used to live on the Run Tasks page.

Bottom Line

This update is a clear usability win. Integration management is now centralized, cleaner, and quicker to work with—saving admins time while giving them more confidence in tracking performance.

173

Workday® Bank Connectivity - Positive Pay Integration Template

Current Challenges:

Custom integration dependency: Previously, organizations had to build and maintain custom integrations to support Positive Pay, increasing cost and complexity.

Operational inefficiency: Without native support, workflows for fraud prevention in banking transactions were more manual and fragmente.

Limited coverage: Positive Pay was not readily available for transactions processed through Workday® Bank Connectivity.

Our Perceived Value Vs. Effort:

Value:

High — Provides native Positive Pay support directly within Workday®, reducing reliance on custom solutions.

Effort:

Moderate — Requires setup and configuration of the new Positive Pay integration template, limited to customers with the Workday® Bank Connectivity SKU.

What you need to do:

Go to the Create Integration System task.

In the New using Template field, select Workday® Bank Connectivity – Positive Pay.

174

Version ISO 20022 pain.002.001.010 Support

Current Challenges:

Payment status reporting wasn't keeping pace with the latest ISO standards. Different banks used different formats, data wasn't always validated, and the Import Payment Status Report could slow down under heavy loads. The result? Messy processing, more manual cleanup, and compliance risks.

Our Perceived Value Vs. Effort:

This release upgrades the report to support ISO 20022 Version 10. That means cleaner files, schema validation to keep data compliant, and faster processing behind the scenes. The payoff is big — fewer errors and smoother workflows. And the setup? Just a one-time tweak to your integration system, then it runs like clockwork.

What you need to do:

Create an integration system with the Import Payment Status Report template using the Create Integration System task.

Switch it to Version 10 by setting the new integration attribute: ISO20022Version = V10.

175

UK International Assignments

Current Challenges:

UK Payroll previously struggled to fully support international assignments, making it harder to meet HMRC requirements. Tracking details like residency status, assignment dates, and tax indicators often felt like submitting travel documents without the right stamps—something important could easily be missed.

Our Perceived Value Vs. Effort:

Workday® now makes it easier to record international assignment details such as residency, assignment dates, and whether a worker will stay in the UK for more or less than 183 days. These updates strengthen RTI submissions to HMRC, refine UK Payroll ID assignment, and improve gender reporting validations. While setup requires some effort, the payoff is high: greater accuracy, smoother payroll operations, and stronger compliance.

What you need to do:

If a worker's assignment starts or ends in a previous period, run a prior-period on-demand calculation. For contract end dates, non-EPM6 workers need an override submitted in the Add Worker UK RTI Details task, while EPM6 workers require this after year-end adjustments. Make sure workers have a valid UK home address—otherwise, Workday® defaults to their assignment position location. And remember: payroll can't pay into non-UK bank accounts via BACS, so either use a UK account or coordinate with finance for alternatives.

If you do nothing: HMRC won't receive complete or accurate information about assignment start and end dates, increasing compliance risks.

Do you want to level-up your Workday game?

Schedule a call with us!

Click Here!

Journey Paths

176

Auto Populate Journey Distribution Information

Current Challenges:

Before this release, assigning Journeys meant extra clicks and too much manual setup. Admins had to enter distribution details each time, which felt like filling out the same form over and over again — think déjà vu, but without the fun Matrix vibes.

Our Perceived Value Vs. Effort:

Workday® now auto-populates Journey distribution info.

Value:

Less repetitive work, more accuracy, smoother launches.

Effort:

Basically none — it's ready to roll, no complex setup required.
It's like your browser autofill but for HR tasks — smart, fast, and one less headache..

What you need to do:

Nothing major — just start assigning Journeys and you'll notice distribution details fill themselves in.

Double-check pre-populated info when needed, but that's it

177

Journeys Distribution Public API

Current Challenges:

Journeys used to be like underground mixtapes — only distributed inside the Workday® app. If you wanted to share them more widely, the "distribution channels" just weren't there.

Our Perceived Value Vs. Effort:

High value, low effort. Think of a Playlist on your favorite music app: once it is public, anyone can listen without extra work from you.

What you need to do:

01

Use the Journeys Distribution Public API to publish journeys outside of Workday®.

02

Connect with third-party apps, portals, or systems where your people actually hang out.

03

Keep your access secure: set permissions carefully before turning the volume up.

Considerations.

Journeys remain trackable in Workday® (analytics still flow in).

Works best if you want a unified employee experience across multiple platforms.

If you do nothing? Your Journeys stay locked in a dusty CD collection — no world tour, no extended reach.

178

Self Service Journeys User Experience

Current Challenges:

Right now, Journeys can feel like flipping through a travel guide where some pages are missing. The info is there, but the flow isn't smooth, leaving users guessing where to go next.

Our Perceived Value Vs. Effort:

High value, low-to-medium effort. A cleaner, more guided experience makes it easier for employees to follow along without bombarding HR with questions.

What you need to do:

Go to Configure Journeys and update the layout for consistency.

Add instructions and context directly in the steps so users don't get lost mid-journey.

Test the flow yourself — if it feels clunky to you, it will definitely feel clunky to your employees.

Train managers or admins to keep instructions up-to-date; stale content kills engagement fast.

If You Do Nothing

Your Journeys stay more like a messy layover than a smooth trip — employees may start skipping steps or knocking on HR's door for answers.

179

Extend Cards As A Step Type in Journeys

Current Challenges:

Journeys were powerful for guiding employees, but they sometimes felt too text-heavy. Key resources, links, or visuals could get lost in the mix, making the steps less engaging and harder to follow.

Our Perceived Value Vs. Effort:

Now, Extend Cards can be used as a step type inside Journeys. That means you can surface rich, visual cards with the right info — quick links, embedded resources, or highlights — directly in the flow of an employee's journey.

It's like swapping out a long instruction sheet for a sleek card deck: easier to scan, more interactive, and way more engaging. And since it builds on cards already available in Workday®, setup is minimal compared to the payoff.

What you need to do:

- Ensure Workday® Extend SKU subscription is active.
- Deploy Extend apps containing Extend Cards.
- Use the Journey editor to add the new Extend Cards step type where desired.
- Share information with relevant teams and update training materials to reflect new Journey step capabilities.
- Testing can only occur once Extend Cards are available in production tenants with 2025R2.

Knowledge Management

180

Translations Section for Knowledge Management Articles

Current Challenges:

Managing translated knowledge articles in Workday® used to feel messy. Authors had to jump into the Settings section, track translations separately, and deal with extra fields like Language that weren't always intuitive. This made consistency and organization harder, especially for global teams publishing content in multiple languages.

Our Perceived Value Vs. Effort:

The new Translations section changes the game. Instead of scattered workflows, all translations now live in one place directly in the article editor:

- Centralized view – See every language version at a glance.
- Simple creation – Add new translations straight from the Translations section.
- Cleaner setup – The old Language field is gone, keeping things streamlined.
- Smarter tools – If you're using generative AI, auto-translation options appear. Otherwise, it's manual, but much easier to manage.

The value is high (better organization, consistency, and speed) and the effort is minimal—just get used to working from the new section.

What you need to do:

How to Add a Manual Translation (The New Way).

- Open the article in the editor.
- Expand the Translations section.
- Click Create a new language version.
- Write your content in the new language.

Heads-up:

Translations must be created in the Translations section now—not in the Settings section.

INTEGRUM

Learning

181

Observational Checklist

Current Challenges:

Coaching and feedback can easily slip into "gut feel" territory—one manager might praise someone's creativity, another might critique the same behavior. Without structure, performance reviews risk being subjective and inconsistent, which makes it harder to support growth in a fair, measurable way.

Our Perceived Value Vs. Effort:

Enter the Observational Checklist: think of it as a referee's scorecard in sports. Instead of vague impressions, managers can log observable behaviors in a structured way. This brings consistency, reduces bias, and creates a clearer picture of strengths and gaps across the team. The setup effort is low, and the payoff—fairer, more objective feedback—is huge.

What you need to do:

- Build your checklists with the behaviors or skills that matter most for your org.
- Train managers to use the checklist consistently during performance observations.
- Integrate it into existing review cycles so the feedback isn't just collected, but also acted on.

182

Learning Course Expiration Date

Current Challenges:

Previously, Workday® didn't account for a learner's timezone when assignments were completed a day after expiration. This caused the next expiration date to not populate correctly and left completed courses still appearing in the Required for You worklet.

Our Perceived Value Vs. Effort:

This fix ensures retraining assignments now respect the learner's timezone, display accurate expiration dates, and automatically clean up dashboard views. The value is high for accuracy and user experience, while the effort is none since the fix is automatic.

What you need to do:

No action required — the update is automatically applied.

183

Enhanced Learning Assignments: Completing Assignments

Current Challenges:

Before, completing a learning assignment could feel like jumping through hoops. If you finished a course or activity outside the expected flow, the system didn't always make it easy to mark it done. This left gaps in tracking, slowed down progress, and created confusion for both learners and admins.

Our Perceived Value Vs. Effort:

This update makes finishing learning assignments way smoother. Learners now have more flexibility to complete assignments in a way that matches real-world learning—without breaking the system. It's about aligning Workday® with how people actually learn.

The value is high:

Better tracking, fewer admin headaches, and a cleaner learner experience. The effort is low: it rolls out automatically, so teams just get the benefits without the setup grind.

What you need to do:

No action is needed. The improvements land automatically, but it's worth letting your teams know so they can take advantage of the more flexible completion process.

184

Report fields on the Learning Course Business Object

Current Challenges:

Reporting on learning courses used to feel... half-baked. You could see general course info, but details that actually matter for analysis — like metadata, revision history, and language — weren't always available. That meant limited visibility when building reports or auditing learning programs.

Our Perceived Value Vs. Effort:

Update brings more depth and flexibility by adding new report fields to the Learning Course Business Object. Think of it like getting the extended edition of your favorite movie — all the behind-the-scenes details that make the story richer.

Value:

High. More accurate reporting and sharper insights into learning content.

Effort:

Low. The new fields are just there, ready to use in your reports.

What you need to do:

- When building or refreshing your learning reports, take advantage of the new fields:
- Course Metadata → adds context to your analysis.
- Revision Information → helps track changes over time.
- Course Language → supports global programs and localization checks.

If you've been manually patching together this info before, now you can streamline it directly in Workday®.

185

Enhanced Learning Assignments: Creating Assignments

Current Challenges:

Creating learning assignments used to feel like juggling while riding a bike — you could get it done, but it wasn't smooth. Flexibility was limited, and assigning training at scale required extra clicks, workarounds, and patience.

Our Perceived Value Vs. Effort:

Workday® has leveled up assignment creation, giving you more flexibility, control, and ease when assigning learning. It's like upgrading from juggling tennis balls to juggling glow-in-the-dark bowling pins — flashier and way easier to keep track of.

Value:

High, you'll have more precision in how you assign training.

Effort:

Medium, you'll want to get familiar with the new assignment flow to use it effectively

What you need to do:

When creating assignments, explore the new options for targeting, scheduling, and flexibility.
Take advantage of more granular control when tailoring learning to groups or individuals.

Review your existing assignment processes — you might find places to simplify now that the system has more built-in flexibility.

186

Extended Enterprise Affiliation Business Object

Current Challenges:

Tracking relationships with people outside your core workforce (think contractors, partners, volunteers, students) wasn't always neat or flexible in Workday®. Affiliations had to be shoehorned into existing worker records, which made it harder to separate, manage, or report on them cleanly.

Our Perceived Value Vs. Effort:

This update finally gives extended workforce members their own dedicated business object — meaning cleaner data, easier reporting, and more flexibility in how you manage external relationships.

The value?

Big. You can treat these affiliations as first-class citizens in Workday®, instead of hacking them into other objects. That means clearer insights, better tracking, and smoother processes for managing people who aren't traditional employees.

The effort?

Pretty light. Since it's built into the platform, most of the heavy lifting is already done. You'll just need to decide how to use it in your org's processes and reporting — low setup, high payoff.

What you need to do:

Start defining extended affiliations directly in the new business object.

Update your reporting or integrations to pull from this object for a more accurate picture of your extended workforce.

Review where you've been forcing affiliations into worker records and shift them to this cleaner setup.

187

Engagement Builder UI and Web Service Operations

Current Challenges:

Running campaigns in Workday® used to feel like reinventing the wheel every time. No easy way to duplicate an engagement meant starting from scratch again and again. On top of that, message templates couldn't be translated, so global teams had to create separate versions manually. Scaling communications took more time than it should, and reaching multilingual audiences was clunky at best.

Our Perceived Value Vs. Effort:

Now, campaign management gets the upgrade it needed:

A Duplicate button to instantly copy existing engagements.

Built-in translation support in Message Builder for reaching employees in their own language.

These two changes mean less time spent on setup, more consistency across campaigns, and stronger engagement worldwide. Setup takes a bit of effort, but the time saved down the road more than pays for it.

What you need to do:

To get translations working in Engagement Builder, just set up Message Builder.

Need help? Check out the Administrator Guide under "Set Up Message Builder."

You'll need to enable the new features and adjust your processes to take full advantage. But once set up, they streamline workflows and improve communication quality.

Done and dusted!

188

Learning REST Web Service

Current Challenges:

Workday® Learning was powerful inside the system, but sharing or syncing content with external platforms wasn't easy. APIs existed, but they lacked full flexibility, especially for managing blended courses, lesson details, or images. That meant exporting catalogues, syncing courses, or integrating with partner platforms often required clunky workarounds.

Our Perceived Value Vs. Effort:

The new Learning v1 REST API blows that door wide open. You can now:

- Create and update digital courses with POSTmanageDigital-Courses.
- Export your full catalog to third-party LMS or LXP platforms.
- Pull lesson-level details (with context!) for digital, blended, and standalone courses.
- Sync external content items with unique tracking for each URL.
- Manage programs, courses, lessons, offerings, and thumbnails in one consistent framework.

Value :

Extremely high — learners get the right content in the right place, external platforms stay synced, and admins get cleaner integrations.

Effort:

Minimal — much of it works immediately, with only a few optional steps to configure.

What you need to do:

Most features are ready to use immediately — no tenant changes or config updates required.

If you want Workday® to host learning content thumbnails publicly:

- Go to Edit Tenant Setup – HCM.
- Select Opt into public content thumbnail image caching.

That's it. From there, security is still enforced through domains like Learning Access, Manage: Learning Content, Set Up: Learning Catalog, and Self-Service: Learning Instructor.

189

Acknowledgment Lesson Type

Current Challenges:

Workday® Learning offered plenty of ways to deliver content, but none to formally confirm that a learner had understood it. For compliance-heavy organizations, this meant gaps in recordkeeping. Training might have been assigned and completed, but there was no clear “I understand” moment captured.

Our Perceived Value Vs. Effort:

This update introduces a new Acknowledgment lesson type, giving organizations a structured way to collect confirmations directly in courses. That confirmation becomes part of the learner’s record, making compliance tracking much stronger.

The reward?

High — formal records of learner acknowledgment strengthen compliance and accountability.

And the effort?

Minimal — the feature is already available; it only requires adding the lesson type to courses.

What you need to do:

When creating or editing a course, add the new Acknowledgment lesson if you want learners to confirm they understood the content.

No extra configuration or technical setup is needed.

What If You Don’t Use It?

Learners will complete courses as before, but without any acknowledgment record. For compliance needs, that means you won’t have proof that learners confirmed their understanding.

190

Audience Builder Filtering and Preview

Current Challenges:

Building audiences in Workday® always came with limits. You couldn’t filter directly on data sources, you couldn’t easily pull in related business objects, and the preview was too narrow to really see what you were working with. The result? Audiences were harder to refine, less accurate, and building them often meant detours with calculated fields or manual work.

Our Perceived Value Vs. Effort:

This update makes audience building more powerful without making it more complicated. Now you can:

- Apply data source filters on the spot to sharpen accuracy.
- Pull in related business objects for richer, more flexible audiences.
- Use the expanded preview to view up to 20 columns and see more details before finalizing.

It's automatically available, no extra steps needed. In other words: you get more precision and visibility instantly.

What you need to do:

Nothing special to turn it on — it's ready now. Here's how to take advantage:

- When creating an audience, apply Data Source Filters right away.
- Use related business objects instead of relying on calculated fields.
- Open the improved Preview Audience to expand your view and check details more thoroughly.

191

Equivalency in Learning Record Data Source

Current Challenges:

Custom reports in Workday® weren't always giving the full picture of training history. Course equivalency records were only returned if the display checkbox was selected. That meant some completions or equivalent credits were invisible in reporting, leaving admins and managers with incomplete data.

Our Perceived Value Vs. Effort:

This fix makes training history more reliable and transparent. Now, equivalency records appear in custom reports regardless of that checkbox setting. The payoff?

Complete Records – No more gaps in reporting.

Better Analytics – Training and compliance dashboards are now more accurate.

Simple Win – Low effort, high value—no complicated reconfiguration needed.

What you need to do:

Re-run your custom reports to confirm equivalency records are appearing correctly.

Validate analytics pipelines or downstream dashboards if they rely on this data.

Update reporting documentation so users know equivalency is now included automatically.

Think of it as Workday® finally flipping the switch to "show everything" so your training history reflects reality—not just what a checkbox allowed.

192

Enforce Content Order in Programs

Current Challenges:

The challenge was the lack of enforced sequencing in Learning Programs. Previously, learners could skip ahead or complete content out of order, which:

Undermined the instructional design of programs meant to build knowledge progressively.

Risked learners attempting assessments or advanced modules without foundational understanding.

Made it harder for program designers to ensure learning outcomes were met consistently.

Our Perceived Value Vs. Effort:

Workday® has introduced content sequencing controls to make learning programs more structured and effective. Learners must now complete foundational content before moving forward, helping reinforce knowledge and improve retention. Visual cues like banners and lock icons guide the experience, while updated reporting fields and web services make it easier to track progress and automate workflows. It's like turning your learning program into a smart, guided journey.

Our Perceived Value Vs. Effort:

This update delivers high instructional and operational value with minimal setup effort, making it a strategic enhancement for organizations focused on structured learning and compliance.

What you need to do:

This feature is automatically available. You can edit existing programs to enforce content order.

Note: you need to have at least 2 required content items in the program to enforce content order.

What Happens if you do Nothing?

Learners can take program content in any order, including assessments.

Do you want to level-up your Workday game?

Schedule a call with us!

Click Here!

Mobile Applications

193

Onboarding Experience on Workday® Mobile

Current Challenges:

Onboarding gaps on mobile: Previously, new hires couldn't easily track onboarding progress directly on Workday® Mobile, reducing engagement and visibility compared to desktop.

Inconsistent experience: Without a unified mobile onboarding process, organizations risked fragmented onboarding journeys between platforms.

Our Perceived Value Vs. Effort:

Value:

High — Provides employees a modern, mobile-first onboarding experience that increases engagement and reduces friction for new hires.

Effort:

Moderate — Requires configuration (Onboarding Planner setup, Home Page Settings adjustments) and updates to training/documentation.

What you need to do:

Create and assign onboarding plans using the new Onboarding Planner.

Configure the plan and enable the experience in Home Page Settings.

The onboarding experience is automatically enabled but can be disabled in Home Page Settings if needed.

Update training materials to reflect the changes.

If no action is taken, the mobile onboarding experience will still be available (if desktop access is already enabled).

194

Flexible Check-In and Check-Out

Current Challenges:

Before, if a worker was late by just a few minutes or needed to tweak their check-in/out, they couldn't. That meant inaccurate time entries, more admin work for managers, and a lot of small but annoying corrections.

Our Perceived Value Vs. Effort:

This update finally adds some flexibility. Workers can adjust minor check-in/out delays without breaking the system. For employees, it means fewer headaches and more accurate pay. For managers, less time spent fixing records. The setup takes some configuration (thresholds + template options), but once it's done, it's a win for compliance, efficiency, and overall experience.

What you need to do:

Enable Worker Edits for Check-In and Check-Out Tasks in your time entry template.

Make sure Enable Standard Mobile Check-In is selected in tenant setup.

If you skip it, nothing changes—time entries stay rigid.

195

Employee Review on Mobile

Current Challenges:

Reviews used to feel chained to desktops. If you weren't sitting at a computer, giving or completing feedback could easily get delayed, making the process clunky and out of step with how people actually work today.

Our Perceived Value Vs. Effort:

Now, reviews are fully mobile-ready. Managers and employees can start, edit, and submit reviews directly from their phones. Think of it as shifting from a formal desk-only ritual to something as easy as sending a text — more natural, faster, and in the flow of work.

What you need to do:

There's nothing extra to configure. Once reviews are launched, they'll automatically be available on mobile for participants. Encourage teams to try it out — it's a quick win for adoption and timeliness.

Notifications and Alerts

196

OAuth 2.0 Authentication for Custom SMTP Servers

Current Challenges:

This update brings a major security upgrade to Workday® email functionality. With Microsoft phasing out basic authentication (like using just a username and password), it was time to move to something stronger. Enter OAuth 2.0 — a modern, secure way to authenticate custom SMTP servers using Microsoft Outlook.

By supporting OAuth 2.0, Workday® helps ensure your email communications are more secure, less vulnerable to breaches, and aligned with industry best practices.

Our Perceived Value Vs. Effort:

Workday® now supports OAuth 2.0 authentication for custom SMTP servers — a major step forward in email security. Unlike basic authentication (which relies on static usernames and passwords), OAuth uses unique tokens that can be revoked or refreshed instantly if compromised. This makes your email setup more secure, more flexible, and aligned with Microsoft's evolving standards.

The Effort:

Is moderate: admins will need to update the Create Email Configuration task with new fields.

While this requires some initial setup, the long-term benefits in security, reliability, and peace of mind make it well worth it.

What you need to do:

To get started with the Preview release of this feature, follow the steps in the Set Up Mail Servers for Email Notifications section of the Administrator Guide. In Step 4, be sure to:

- Select Microsoft Office from the new SMTP OAuth Provider prompt.
- Fill in the required fields:
  - Outlook Client ID.
  - Outlook Client Secret.
  - Outlook Tenant ID.
  - Outlook User ID.

Need help finding these credentials?

Check out the OAuth for Email-Out: Example Using Microsoft Azure guide.

Heads-up: When the updated instructions for the Production release are published, make sure to refer to the latest version of the Administrator Guide for the most accurate setup steps.

If you're still using basic authentication with Microsoft Outlook for Customer SMTP, and Microsoft ends support for it, your email connection could break. That means emails might fail to send or fall back to Workday®'s default SMTP — which could impact delivery and tracking.

197

My Conversations

Current Challenges:

Until now, conversation-related alerts (like SMS replies from candidates) were dumped into the same pile as all other notifications. It's like mixing your WhatsApp chats with your bank alerts, food delivery pings, and random system messages — too much noise, easy to miss what matters. Recruiters especially risked overlooking important candidate replies buried in the clutter.

Our Perceived Value Vs. Effort:

The new My Conversations feature cleans it up. Users get a dedicated panel with all their conversational notifications in one place. It's clearer, less cluttered, and future-ready for even more communication channels.

Reward?

High. Organized, easy-to-track conversations.

Effort?

Moderate. Requires assigning permissions and enabling messaging for recruiting teams.

What you need to do:

01

Add the right users to the new My Conversations domain with Modify permissions.

02

For candidate SMS conversations, ensure Workday® Messaging is enabled for recruiting teams.

03

Once done, users will see the My Conversations icon and can access the new panel.

If you skip this, users won't see the feature and will remain stuck with the old, crowded Notifications page.

Onboarding

198

Onboarding Plan Assignments Report

Current Challenges:

Starting a new job can sometimes feel like being dropped in the middle of a Netflix series on Season 3, Episode 7 — you're trying to catch up, but it's tough to know who's who and what you've missed. For admins, the same confusion happened when trying to track who had which onboarding plan and how things were progressing.

Our Perceived Value Vs. Effort:

This update brings the new Onboarding Plan Assignments Report, which centralizes everything in one place. High value, minimal effort. You can now see and track onboarding plan assignments with a clear view across the org. It's like finally getting the "Previously on…" recap you needed — admins stay on top of progress, and new hires get a smoother start.

What you need to do:

Access the new report directly in the Onboarding module.

Use it to review current assignments, spot gaps, and track progress.

No setup required — it's automatically available.

199

Examine for Onboarding Issues Task

Current Challenges:

Onboarding setups can be tricky. One missing permission, one unassigned audience, or one overlooked advisory can break a plan right when new hires are about to start. Before this update, admins often had to wait until issues surfaced in real time — creating delays, rework, and a poor first impression for employees.

Our Perceived Value Vs. Effort:

Enter Examine for Onboarding Issues — your new early warning system. It checks plans before they go live and flags the most common missteps:

Missing security access (e.g., External Pre-Hire without modify access).

Missing or unassigned audiences.

Onboarding advisories you need to act on.

Reward?

High. Fewer onboarding errors, smoother employee experience, less admin firefighting.

Effort?

None. The task is automatically available in 2025R2.

What you need to do:

Open the Onboarding Planner report.

In the Plans section, click Examine for Issues. Or, simply search for Examine for Onboarding Issues in Workday® and run it directly.

That's it — no setup, no opt-ins. Just a simple tool that helps you catch problems early and keep onboarding running smooth.

200

Bulletins in Onboarding Plans

Current Challenges:

Onboarding is already a whirlwind for new hires, and before this release, Workday® didn't make it easy to spotlight the really important stuff. Key messages, links, or videos could get buried in the flow, leaving employees without the right guidance at the right time. The result? A less engaging onboarding experience and missed opportunities to connect.

Our Perceived Value Vs. Effort:

Bulletins solve this by giving organizations a way to put content front and center. Whether it's a welcome video, a compliance link, or a quick "don't forget" note, Bulletins ensure the right information pops up exactly when it's needed.

The Value:

High. New hires feel supported, onboarding feels organized, and admins finally get flexibility.

The Effort:

Moderate. Some setup is required, but the steps are straightforward and the payoff is clarity and control.

Think of it like pinning a post at the top of a chat — the important stuff is always visible, no matter how much else is going on.

What you need to do:

- In the Content Library, create Bulletins as a new content type.
- Define an audience for each Bulletin.
- Add links, videos, messages, reports, or tasks to the Bulletin.
- Organize content inside each Bulletin so it's easy to follow.
- In Onboarding Plans, assign Bulletins to specific stages and order them as needed.
- Preview before publishing; update or remove when necessary.

Best practice: keep it short, focused, and under 10 Bulletins per stage so new hires don't get overwhelmed.

Organizations

201

Assign Roles - Add/Remove Task Improvements

Current Challenges:

Not a challenge per se, but as it is the assign roles – add/remove task may lead to human mistakes when selecting inactive roles or selecting the wrong one.

Our Perceived Value Vs. Effort:

This is a cool one since is an interface change that helps to ensure and efficient security role assignation preventing security issues in the future.

The coolest part is that you don't have to configure anything. From now on you will be able to see two new options:

Role Assigner Type field.

Hide Inactive Role Assigners check box.

What you need to do:

Nothing! Workday® did it for you.

202

Organization Search Prefixes

Current Challenges:

Finding the right organization in Workday® search could sometimes feel like scrolling endlessly through a playlist without a filter. Especially for large companies with complex org structures, results often returned too many options, making it harder and slower to land on the exact match.

Our Perceived Value Vs. Effort:

Now, Workday® adds prefixes to search results for organizations. That means instead of just seeing a name, you'll also see contextual details upfront—making it way easier to tell Finance (Cost Center) apart from Finance (Company), for example. It's a lightweight improvement, but it has a big impact on day-to-day usability.

What you need to do:

Encourage employees and managers to use search confidently—the prefixes do the heavy lifting of clarifying context.

No extra setup or configuration is needed. Just make sure teams know this feature exists so they can save clicks and avoid errors when selecting orgs.

203

Core Connector: Organization Outbound - DIS Search Prefixes

Current Challenges:

When pulling outbound organization data, users often face messy searches or mismatched results. Without clear prefixes, integrations can bring in incomplete or wrong data, forcing extra validation and manual cleanups. That slows down processes and creates frustration when data consistency is critical.

Our Perceived Value Vs. Effort:

High value, low effort. Adding DIS search prefixes makes data calls cleaner and faster. It's like putting labels on boxes before moving — a little upfront effort saves hours of unpacking chaos later.

What you need to do:

- Set up a new integration using the Core Connector: Organization Outbound – DIS template.
- Enable the Organization Transaction Log Service to optimize performance.
- Decide whether to send full files or incremental changes based on business needs.
- Test the connector to ensure downstream systems (payroll, reporting, etc.) correctly receive and process the data.

INTEGRUM

Payroll

204

Duplicate One-Time Payment

Current Challenges:

Previously, a bug in Workday® meant that in certain retro pay scenarios, the system could accidentally generate a duplicate One-Time Payment (OTP) for a worker. Payroll teams then had to go back, identify the duplicate, and correct it—creating unnecessary rework.

Our Perceived Value Vs. Effort:

This update fixes the bug so the process now runs correctly, without the risk of duplicate OTPs. The value is high—greater accuracy, efficiency, and peace of mind—while the effort is zero since the fix is automatic.

What you need to do:

Nothing, this fix is automatic and no user action is needed.

205

XSLT for Payslips

Current Challenges:

Payslips often need to follow strict legal, regulatory, or corporate requirements, and the "one-size-fits-all" format doesn't always cut it. Companies have struggled with limited flexibility when trying to customize payslips, often relying on manual tweaks or external tools that make the process clunky and prone to errors.

Our Perceived Value Vs. Effort:

Workday® now lets you use XSLT (Extensible Stylesheet Language Transformations) to fully customize payslip outputs. Think of it like having your own design studio for payslips—you can shape layout, formatting, and presentation exactly the way you want, while still ensuring compliance.

The payoff is big: better branding, fewer manual adjustments, and a polished employee experience. The lift? Medium. It requires some technical know-how, but once set up, it's a game-changer that saves time and keeps everything consistent.

What you need to do:

If your organization needs customized payslips, coordinate with your payroll and technical teams to design and apply the XSLT template. This ensures your payslips reflect both compliance requirements and your organization's style.

206

Shared Recoup Arrears Limit

Current Challenges:

When employees fall behind on deductions, employers try to recoup the missed amounts. The issue? If multiple deductions are in play, managing arrears can feel like splitting a bar tab without clear rules—who owes what, and how much can actually be collected back, gets messy fast.

Our Perceived Value Vs. Effort:

Workday® now introduces a Shared Recoup Arrears Limit, meaning you can set a cap on how much arrears are collected across multiple deductions. Think of it like putting a spending limit on a shared credit card—everyone can still charge, but the total recoup amount never goes beyond the agreed cap.

The value here is strong: better control, reduced over-collections, and clearer compliance. The effort? Fairly light—configure the settings once, and they'll work across impacted deductions

What you need to do:

Go to the Deduction Setup in Workday®.

Define the shared arrears recoup limit to align with your organization's policies.

Test with different deduction scenarios to ensure the right balance between recovering arrears and not overburdening employees.

207

Configurable Payroll Access for Non-Payroll Users

Current Challenges:

Payroll data is sensitive—like the combination to a vault. But sometimes, managers or HR need to peek inside for specific insights (like total comp costs or approvals), and traditionally, that meant giving them broader access than they really needed. Too much access = higher risk. Too little = bottlenecks.

Our Perceived Value Vs. Effort:

Workday® now lets you configure payroll access with precision for non-payroll users. You can hand out the keys only to the doors they need to open, not the whole vault. Think of it like giving someone access to the wine cellar for a dinner party instead of letting them wander through the entire house.

Value is high:

tighter control, better compliance, fewer headaches. Effort sits at a medium level since it requires thoughtful role and security configuration, but once set, it makes everyone's life easier

What you need to do:

- Review which roles outside of payroll (like HRBPs or managers) need payroll visibility.
- Configure their access via security groups, limiting them to the exact fields they require.
- Test permissions thoroughly—make sure they see only what's needed, no extra vault doors left open.

208

Payroll Input Custom Validations

Current Challenges:

Payroll inputs can feel like an open bar at a wedding — everyone's tossing in numbers, reasons, and dates, but without guardrails, you end up with messy data, errors in calculations, and painful corrections down the road. A small mistake in payroll inputs can ripple into compliance issues, overpayments, or angry employees.

Our Perceived Value Vs. Effort:

Value:

Is solid: stronger input validations reduce errors downstream, improve payroll accuracy, lower manual correction workload, and help compliance. Cleaner data up front can save time in payroll runs (less back-and-forth, fewer exceptions). On the effort...

Effort:

Side, it won't be trivial — tasks include reviewing all payroll input rules, adjusting data capture forms / templates, updating validations, working with users to ensure they understand what's required, and testing edge cases. Integrations leading into payroll input will need validation to avoid broken or dropped data.

What you need to do:

We need to go into the Maintain Custom Validations task, use the new Payroll Input section, and set up rules that match our payroll policies. This includes defining which pay components or users should be restricted, and writing clear error messages so users understand why their entry is blocked.

209

Proposed Costing Allocations

Current Challenges:

Workday® did not display the Proposed Costing Allocations table when you:

Completed a Costing Allocation Event that included a costing override with a start and end date that occurred outside the scope of the From and To dates of the event, and then.

Initiated another Costing Allocation Event.

Our Perceived Value Vs. Effort:

High value with moderate effort as the table is now easily displayed after running the associated test scenario.

What you need to do:

Run the following test scenario to ensure the table is displayed:

Complete a Costing Allocation Event that includes a costing override with a start and end date that occurs outside the scope of the From and To dates of the event. Then, initiate another Costing Allocation Event. Verify that we display the Proposed Costing Allocations table.

210

Costing Source for Payroll Accounting Journal Lines

Current Challenges:

The core challenge addressed by this update is the difficulty in tracing the origin of payroll accounting journal lines, especially in complex costing scenarios. Previously, users had to manually investigate multiple reports and configuration setups to understand:

Which costing allocation rules generated specific journal lines.

How intercompany accounting, salary over the cap, and worktag configurations influenced the journal entries.

What sub-allocations or questionnaires were involved in the costing process.

This manual effort was time-consuming, error-prone, and lacked transparency—especially for audits or troubleshooting payroll discrepancies.

Our Perceived Value Vs. Effort:

This update delivers high value by boosting auditability and transparency. Users can now directly trace journal lines back to their costing sources, which builds confidence and reduces audit risks. Efficiency is improved by removing the need for manual cross-referencing across reports and configurations. The system also provides richer context through dynamic displays of worktags, intercompany details, and salary over-the-cap allocations. Plus, security-aware access ensures that data visibility is appropriately controlled based on domain access.

What you need to do:

No setup or activation is needed—the feature is available automatically. It also uses familiar journal views and existing security domains, which means users can get started with minimal training or adjustment.

211

Assign Costing Allocation Questionnaire

Current Challenges:

Previously, if a costing allocation was made outside the approved timeline, there was little visibility into why it happened or who justified it. This lack of context could create problems for audits, compliance, or financial reviews since payroll teams didn't always have a clear explanation documented.

Our Perceived Value Vs. Effort:

The Value:

Is high because it improves accountability, creates an audit trail, and ensures costing allocations outside expected ranges are always justified.

The Effort:

Is moderate, since teams will need to configure the questionnaire and decide what questions must be asked. Once set up, the process runs automatically and adds little extra burden to users.

What you need to do:

- Configure the questionnaire with the right questions (for example: "Why is this allocation outside the date range?" or "Who approved this change?").
- Enable the questionnaire in the Assign Costing Allocation business process.
- Communicate the change so that users know they'll be asked to provide explanations when submitting exceptions.
- Review responses in the event details to ensure proper justification is always captured.

212

Rescinding Assigned Costing Allocations

Current Challenges:

Before, once you assigned costing allocations, they were pretty much locked in — like making a substitution in soccer and realizing you can't undo it when your star striker is still warming the bench.

Our Perceived Value Vs. Effort:

Workday® now lets you rescind assigned costing allocations when needed. It's the equivalent of having a coach's challenge in American football — you can call it back, fix the play, and keep the game fair. Effort stays low, while flexibility and accuracy shoot way up.

What you need to do:

- Understand the restriction: You can't rescind costing allocations once they're tied to journals in Created, Error, or Posted status.
- Plan adjustments differently: If a costing allocation needs correction, update it for future payroll periods rather than rescinding it.
- Communicate to teams: Finance and payroll staff should be aware of this new behavior to avoid confusion during reconciliation.
- Test in Preview: Validate scenarios before production (after Sept 20, 2025) to ensure that processes align with the new rules.

213

AI Prompt Recommendations for Payroll Accounting

Current Challenges:

Payroll accounting can feel like balancing on a tightrope. Even small misclassifications—like putting an earning in the wrong account—create ripple effects in financial reporting. Manual oversight slows things down and increases the risk of errors sneaking through.

Our Perceived Value Vs. Effort:

Workday® now lets you configure payroll access with precision for non-payroll users. You can hand out the keys only to the doors they need to open, not the whole vault. Think of

Our Perceived Value Vs. Effort:

it like giving someone access to the wine cellar for a dinner party instead of letting them wander through the entire house.

High value, medium effort. Adding AI-powered prompts is like having a second set of eyes that never gets tired. It reduces the burden on payroll teams, improves accuracy, and makes audits cleaner—all with configuration effort that pays for itself quickly.

What you need to do:

To keep AI recommendations: no action required.

To disable them:

- Go to Maintain Machine Learning Prompt Recommendations.
- From Payroll > Assign Costing Allocation or Create Payroll Accounting Adjustments, uncheck Enable Machine Learning Recommendations.

214

Costing Worktag Defaults (As of Start Date)

Current Challenges:

When setting up costing allocations, timing can get messy. Defaults sometimes apply from the wrong point in time, which makes tracking spend feel like trying to watch a movie that skips a few scenes — you lose the continuity.

Our Perceived Value Vs. Effort:

Workday® now lets you set costing defaults based specifically on the start date. This means allocations line up perfectly with the worker's timeline instead of retroactively adjusting. Think of it like syncing subtitles to the right frame in a film — suddenly, everything flows seamlessly.

The Value:

Is crystal-clear costing accuracy with minimal cleanup after the fact.

The Effort:

Just a smarter setup when defining defaults.

What you need to do:

When creating or updating costing allocations, select the As of Start Date option.

Validate that the costing aligns correctly with the worker's actual start date.

Monitor reports to confirm allocations are hitting the right time windows.

215

View Salary Over the Cap Costing Allocation

Current Challenges:

When salaries exceed funding caps, it can feel like money is disappearing into a black hole. The lack of visibility into "over the cap" portions makes it harder to track exactly where excess amounts are going.

Our Perceived Value Vs. Effort:

Workday® now provides a clear view into salary over the cap costing allocations. Think of it like splitting the restaurant bill: you can see exactly how much the company is covering and how much goes beyond the limit. No surprises, no hidden extras.

The Value:

Here is precise visibility for compliance and financial reporting.

The Effort:

Just reviewing and monitoring the updated costing setup.

What you need to do:

Navigate to the Costing Allocation section for the worker.

Review the new breakdown showing the capped salary and any portion exceeding it.

Use this data to ensure compliance with grant or funding rules.

Taxes on Employee Termination Payments

Current Challenges:

Handling Employee Termination Payments (ETPs) in Workday® used to be limited. The system struggled with complex scenarios such as:

- Combined R (redundancy) and O (other) payments.
- Installments spread across multiple pay periods.
- Cross-year terminations where payments extended into a new financial year.
- On top of that, reporting options lacked the depth needed for compliance and clear payroll audits.

Our Perceived Value Vs. Effort:

This update expands tax coverage to cover all those edge cases—so whether you're processing an R + O combo, paying out installments, or handling a termination that spills into the next year, the system keeps everything accurate and compliant. Think of it like having subtitles finally sync correctly in your favorite show: smoother, more reliable, and no more awkward gaps.

The value is high because compliance risks drop and reporting gains more depth with new CRFs and PCRCs. The best part? It's an automatic update, so there's no setup—just immediate improvements.

What you need to do:

Run test payrolls that include:

- R and O combinations.
- Installments.
- Cross-year payments.

Then update your reports and payslips to reflect the new CRFs, and validate PCRCs to make sure values align. If you do nothing, the feature still runs automatically, but validating ensures your payroll and reporting stay rock solid.

217

Complete Tax File Number (TFN) Declaration

Current Challenges:

Before this fix, workers could accidentally select conflicting options in their Tax File Number (TFN) declaration—like claiming they were under 18 or a pensioner while also selecting Working Holiday Maker status. These mismatches risked creating invalid TFN declarations, compliance issues, and lots of manual clean-up for payroll teams.

Our Perceived Value Vs. Effort:

Now, Workday® steps in as the guardrail. The system automatically blocks conflicting combinations with clear error messages, so workers can't submit invalid declarations. This means less back-and-forth, fewer compliance headaches, and way more confidence in payroll accuracy.

The best part? The effort is basically zero. It's automatically enforced, so payroll and HR teams just benefit without any additional setup.

What you need to do:

Run through the TFN Declaration workflow to validate the fix. For example, if someone tries to select Pension/Under 18 + Working Holiday Maker, the system should now display the proper error message and stop the submission. Update any training or quick-guides if you've had to previously warn workers about these conflicts—because Workday® has it covered now.

218

Supporting Trailing Payments for Australia

Current Challenges:

Trailing payments for Australian workers caused issues when employees were terminated in Australia and then rehired in another country. Workday® wasn't showing the Australian pay group on their pay results, making payroll tracking incomplete and inaccurate.

Our Perceived Value Vs. Effort:

This update fixes the gap—Workday® now properly supports trailing payments for these scenarios, ensuring that Australian pay group information is retained even if the worker moves to a different country's payroll. High value for compliance and accuracy, with absolutely no extra effort required.

What you need to do:

Nothing! This is an automatically added feature in the update.

219

PAYG Regular or BCBP Tax

Current Challenges:

In Australia, payroll admins had limited flexibility when applying the right PAYG (Pay As You Go) tax rules. Distinguishing between regular PAYG tax and Business and Personal Services Income (BCBP) tax wasn't always straightforward, which could lead to errors, delays, or extra manual adjustments. And when it comes to taxes, even small mistakes are costly.

Our Perceived Value Vs. Effort:

Our Perceived Value vs Effort.

Workday® now makes it easier to correctly apply PAYG Regular or BCBP tax options within payroll. This update helps payroll teams stay compliant, reduces manual rework, and ensures employees are taxed correctly from the start. It's a straightforward change, but one that pays off quickly in both accuracy and peace of mind.

Think of it like adding a proper lane divider on a busy highway — everyone moves smoother, safer, and with fewer accidents.

What you need to do:

- Update payroll configurations to include the new PAYG Regular or BCBP Tax options.
- Validate that employees in the right categories are assigned the correct tax type.
- Run a quick test cycle before production to make sure reporting and downstream processes reflect the changes properly.

220

Add Worker AUS Tax Details

Current Challenges:

Payroll admins in Australia kept seeing an unnecessary warning—"The worker has a TFN recorded"—whenever they checked the TFN Provided box for workers who already had a TFN on file. This caused confusion and slowed down worker setup for no real reason.

Our Perceived Value Vs. Effort:

This fix streamlines the Add Worker AUS Tax Details process. By removing redundant warnings, admins get a cleaner experience and less noise while configuring worker details.

Value:

Clearer, more reliable workflow, with fewer interruptions.

Effort:

Very low—this change is applied automatically. A quick test is all it takes to confirm everything behaves as expected.

What you need to do:

Absolutely nothing!

The warning now only appears if the TFN Provided box is deselected for a worker who already has a TFN on record. Otherwise, the process is smooth and clutter-free.

221

Collective Agreements for Payroll Calculations and Payslips

Current Challenges:

Payroll is already complex, but when collective agreements (like union rules or industry-specific pay structures) come into play, it often means extra manual adjustments to ensure calculations and payslips reflect the right conditions. That opens the door to errors and lots of admin time.

Our Perceived Value Vs. Effort:

Workday® now lets you embed collective agreement terms directly into payroll calculations and payslips. Instead of tracking external spreadsheets or patchwork rules, the system applies them automatically.

The payoff? Huge time savings and fewer disputes with employees. The setup requires some configuration effort, but the return is long-term peace of mind.

What you need to do:

Update payroll configurations to use the new Collective Agreement CRFs.

Ensure the Change in Collective Agreement event is selected as a proration event.

Use Position as the worktag in calculations.

Test payroll results carefully before moving to production to confirm workers under agreements are calculated correctly.

222

Under 18 Years and Under 30 Hours Superannuation Rules

Current Challenges:

Employers often end up paying superannuation for everyone by default, even when the employee is under 18 and working less than 30 hours a week. This leads to overpayments, compliance headaches, and messy reconciliations down the line.

Our Perceived Value Vs. Effort:

High value, low effort. Once configured properly, Workday® automatically applies the rule, saving payroll teams from manually checking every young employee’s schedule. Think of it as having a filter that catches errors before they even reach your payslips.

What you need to do:

Update your superannuation configuration in Workday® to apply the under-18 and under-30-hours condition. This ensures contributions are only triggered when legally required, keeping you compliant and your payroll clean.

223

Reporting TFN Exemptions for PAYG and STP

Current Challenges:

Employees sometimes don't have a Tax File Number (TFN) ready when they start — maybe they've just arrived in Australia, are underage, or fall into other exempt categories. Payroll teams then scramble, often misreporting exemptions or applying incorrect defaults, which creates compliance risks with the ATO and unnecessary back-and-forth corrections.

Our Perceived Value Vs. Effort:

Medium effort, high value. By configuring Workday® to handle TFN exemptions properly, you remove manual guesswork. It's like having the rules of a game coded into the system — you won't need to pause mid-match to double-check if someone's play is legal.

What you need to do:

Review and update your PAYG and STP setup in Workday® to recognize and report valid TFN exemption categories. This ensures you're reporting correctly to the ATO from day one, keeping payroll compliant without last-minute fixes.

224

AUS PAYG Withholding - ATO Issued Tax Withholding Variation [AUS]

Current Challenges:

Previously, when calculating this specific tax withholding variation, Workday® didn't round the deduction amount. That meant fractional cent values could sneak into deductions—non-compliant with Australian payroll standards. The result? Misalignment with ATO expectations, confusion in payslips, and extra manual work to fix discrepancies.

Our Perceived Value Vs. Effort:

Workday® now applies proper rounding logic to align with ATO standards. It's like replacing a ruler with faded markings for one with clear, precise lines—suddenly everyone measures the same way. This update improves payroll accuracy, reduces audit risks, and strengthens employee trust in their pay details. It's a high-value, low-effort change.

What you need to do:

Minimal action is required. You may want to test by running a pay calculation for an impacted worker to confirm deductions are rounded to the nearest whole number.

225

Superannuation Restrictions

Current Challenges:

Australian users had trouble narrowing down which workers should have default superannuation funds or maximum superannuation contribution base (MSCB) limits applied. The “Create AUS Superannuation Configuration Restriction” task lacked the flexibility needed to target the right groups.

Our Perceived Value Vs. Effort:

With this update, Workday® has added two new restriction options—Worker Original Hire Date and Worker Company (Primary Position). This small but impactful change makes it easier for AUS payroll teams to set rules that apply only to the intended group of workers.

What you need to do:

Nothing—this update applies automatically with the 2025R2 release.

If you do nothing: You’ll simply notice more precise restriction options available in the task, giving AUS teams better control without extra setup.

226

PAYG Downward Variation

Current Challenges:

Australian payroll teams struggled to apply ATO-issued PAYG withholding variations (especially downward ones). Since Workday® didn’t support them directly, admins had to rely on messy manual workarounds — creating compliance risks, inaccurate withholdings, and way too much admin effort.

Our Perceived Value Vs. Effort:

This update is a big win. Payroll teams can now record and process downward PAYG variations right inside Workday® for both salary and allowance income. A new grid in the

Add Worker AUS Tax Details task, plus a dedicated deduction type and fresh reporting fields for Single Touch Payroll (STP), mean workers with active variations are automatically assigned a tax code starting with "DV."

The value?:

High. You're looking at tighter ATO compliance, fewer manual corrections, and cleaner reporting — which translates into less stress and more accuracy.

The effort?:

Low. It's baked in and available out-of-the-box. No extra setup needed, just benefits unlocked.

What you need to do:

When workers have PAYG downward variations, record them in the ATO Issued PAYG Withholding Variation grid in the Add Worker AUS Tax Details task.

227

Put Payroll Worker AUS Tax Details

Current Challenges:

In Australia, payroll admins often had to jump through hoops to keep worker tax details up to date in Workday®. Manual updates slowed things down, and integration gaps increased the risk of errors — not exactly ideal when compliance is on the line.

Our Perceived Value Vs. Effort:

The new Put Payroll Worker AUS Tax Details API makes tax detail updates smoother and more reliable. Instead of juggling manual fixes, payroll teams can integrate updates directly into their workflows. That means fewer errors, faster processing, and better alignment with compliance requirements.

It's the kind of behind-the-scenes upgrade that takes a clunky process and makes it run like a proper system should — no drama, no rework.

What you need to do:

- Update your integrations to use the new Put Payroll Worker AUS Tax Details API.
- Confirm security access so the right groups can push tax detail changes.
- Test the flow before rolling it into production to avoid surprises.

Enabling Retro Calculations for Statutory Holiday Earnings for Payroll for Canada

Current Challenges:

Previously, Statutory Holiday earnings in Canada couldn't be recalculated during retro payroll runs. That meant payroll teams had to rely on manual workarounds to handle adjustments, often leading to inconsistencies. Beyond the extra effort, this gap introduced compliance risks, since statutory reporting might not properly capture holiday pay retro differences. It also fragmented payroll adjustments, forcing teams to track and process holiday retro values separately, which made things unnecessarily complicated.

Our Perceived Value Vs. Effort:

This update changes the game by letting Statutory Holiday earnings be recalculated in retro runs. The benefits stack up quickly:

High compliance value → holiday adjustments are now captured correctly, supporting accurate statutory reporting.

Efficiency gains → no more side spreadsheets or manual tracking, retro differences for holidays are integrated with other retro earnings.

Improved accuracy and trust → ensures payroll data lines up cleanly across runs, giving admins and employees more confidence in the results.

Overall, this is a high-value, moderate-effort update. There's a bit of upfront setup needed, but the payoff is big—cleaner processes, fewer manual corrections, and stronger compliance.

What you need to do:

This isn't a plug-and-play update—you'll need to configure it:

01

Go to the Statutory Holiday earning setup and clear the "Do Not Recalculate During Retro" check box.

02

Validate by running test retro calculations that include Statutory Holiday earnings and confirm they're processed correctly.

03

Provide training and change management for payroll teams so they understand the new behavior and stay compliant with Canadian statutory rules.

If no changes are made, retro runs will continue to exclude Statutory Holiday recalculations, leaving payroll teams stuck with manual fixes.

229

Process: Tax Filing (Reports)

Current Challenges:

Payroll partners didn't always have the right access to run tax filing reports in Workday®. That created:

Access limitations – they had to wait for admins to grant security or find work-arounds.

Operational inefficiency – delays in running reports slowed down payroll cycles.

Governance gaps – unclear role-to-domain alignment made it harder to manage and audit access properly.

Our Perceived Value Vs. Effort:

This update cleans that up by allowing you to configure the Roles – Pay Group security group within the Process: Tax Filing (Reports) domain.

Payroll partners can now run the right tax filing reports securely and independently.

Admins maintain proper access controls, while giving teams more flexibility.

Governance gets clearer, since permissions are more transparent and aligned.

Value:

Moderate to High — better efficiency, security, and delegation.

Effort:

Low — the update is automatic, you just adjust configurations if you want to take advantage of it.

Our Perceived Value Vs. Effort:

No action needed → This update will be automatically available

230

Intelligent Prompt Recommendations for Payroll for Canada

Current Challenges:

Canadian payroll comes with a ton of compliance details—taxes, regulations, and rules that can change faster than you'd expect. Missing a step isn't just an inconvenience; it can mean compliance risks, extra manual corrections, and stress for payroll teams.

Our Perceived Value Vs. Effort:

This update adds AI-powered prompts that act like a built-in coach for your payroll process. Instead of relying only on memory or double-checking reference docs, the system flags the right steps at the right time. Think of it like Google Maps rerouting you around traffic—you still know your destination, but now you're guided with the smartest path to get there. Effort to adopt is minimal, but the payoff is big: fewer mistakes and smoother compliance.

What you need to do:

Review the automatic setup → Workday® has already enabled the recommendations by default.

Decide on preferences → If we don't want recommendations for certain fields, we can uncheck those boxes in the Maintain Machine Learning Prompt Recommendations task.

Communicate to payroll users → Let Canadian payroll admins know that they'll now see recommendations, so they understand the change and can take advantage of it.

231

Edit Company Province CAN Tax Reporting

Current Challenges:

Canadian payroll reporting used to be kind of rigid. Once you set a company's province for tax reporting, that was it — no changes allowed. If things shifted (like a business moving operations or needing updates), the only way out was manual workarounds that were messy, time-consuming, and prone to errors.

Our Perceived Value Vs. Effort:

This update finally lets you edit a company's province for tax reporting directly, no hacks needed.

The value is high:

It gives payroll admins more control, keeps records accurate, and ensures compliance without juggling extra processes.

The effort is low:

The feature is baked in, so you can just use it when you need it.

Think of it like finally being able to hit "edit" instead of "delete and start over." Small change, huge time saver.

What you need to do:

No special setup required. If you need to update a company's province for Canadian tax reporting, you can now do it directly in Workday®.

232

Payroll FRA SOAP API Update

Current Challenges:

When dealing with payroll reporting in France, consistency is everything. The problem has been that some SOAP API calls didn't fully align with how payroll data needed to be reported, leading to discrepancies or missing attributes. Think of it like trying to send a legal document but forgetting to include the stamp—technically it's "sent," but not accepted in the way it should be.

Our Perceived Value Vs. Effort:

Medium effort, high value. The update ensures the Payroll FRA SOAP API aligns with French payroll reporting needs, helping organizations avoid compliance issues. It's like upgrading your GPS so it actually knows the new streets in your city—you'll get to your destination smoothly instead of circling back on outdated directions.

What you need to do:

Create an EIB to mass load regional mobility rates.

In the Create EIB task, select Put Transportation (Web Service) under Get Data > Web Service Operation.

Follow the Set Up Inbound EIB guidance for configuration.

233

Print Multiple Localized GBR Payslips

Current Challenges:

Before, if you needed to print payslips for multiple employees in the UK, it was a clunky, one-by-one process. Like trying to binge-watch a series but only being allowed to play one episode at a time — no "next episode" button in sight.

Our Perceived Value Vs. Effort:

Now, Workday® lets you print multiple localized GBR payslips at once. High value here: time saved, less manual clicking, and a smoother process for payroll admins. The effort? Very low — it's automatically available, so you get the benefits straight away without needing to configure a thing.

What you need to do:

Nothing at all. This feature is already available in your tenant.

Payroll admins can now select and print multiple UK payslips in one go.

234

Put Payroll ID SOAP API Web Service Update

Current Challenges:

Before this update, the Put Payroll ID web service didn't have a way to clearly capture when a worker's payroll ID assignment was tied to an international assignment in the UK. This meant gaps in data clarity and extra manual tracking for global payroll teams.

Our Perceived Value Vs. Effort:

By adding a new International Assignment reason to the web service, Workday® makes it easier to record and manage payroll IDs for employees working abroad in the UK. The value is clear: better accuracy in payroll records, smoother global compliance, and fewer manual workarounds. The effort isn't automatic though—some setup is required to enable the new option.

What you need to do:

If you process UK payroll for workers on international assignments, review and update your Put Payroll ID web service configuration to start using the new International

Assignment reason. This ensures payroll data reflects the correct context and keeps your reporting aligned with compliance needs.

235

Start International Assignment SOAP API Web Service Update

Current Challenges:

One key purpose of the "Start International Assignment" web service is to track tax reporting through an API.

Previously, workers on UK pay groups couldn't be included, which created challenges for proper tax reporting.

With this update, the web service now supports US, Canada, and UK pay groups, allowing organizations to record when an employee begins an international assignment more accurately.

Our Perceived Value Vs. Effort:

This update is a valuable improvement, as it automatically enables you to:

- Record UK international assignments in Workday® (previously only supported for US and Canada).
- Stay compliant with UK tax reporting requirements.
- Provide flexibility for organizations that use external payroll providers.

It may seem like a simple change—just adding support for another country's pay groups—but it has a big impact. It makes payroll and tax tracking more accurate and ensures compliance with legal requirements.

What you need to do:

Nothing, the only change is that now members of a pay group in US, Canada and now UK can start this web service.

An option not available before this update to UK pay group members.

236

Get UK Employer Request References

Current Challenges:

One annoying result when running a web service is that it won't return all the information. This was the case when running the "Get UK Employer Request References" web service.

When you ran the web service, at times it wouldn't return all employer reference. This meant more work as needed to search manually for the reference

Our Perceived Value Vs. Effort:

This update ensures that all employer reference are shown when running the "Get UK Employer Request Reference" web service.

This is a welcome bug fix with no effort required. A correction to a frustrating situation that could ruin your day a you would have to do double work.

What you need to do:

Nothing, this is an automatic update, and no user action is needed.

237

UK Income Tax 50% Upper Limit

Current Challenges:

Tax rules in the UK can feel like a moving target—especially when it comes to the upper limits on income tax. For workers and employers, not having the right cap in place means messy payroll runs and confusion, like trying to play Monopoly but forgetting the "bank limit" rule.

Our Perceived Value Vs. Effort:

This update locks in the 50% upper limit for UK income tax, so calculations stay compliant and clean. It's one of those small backend tweaks that prevents big headaches down the line—think of it like tightening the lid on a jar so it doesn't leak later.

Effort? Very low. Value? High, because it guarantees accurate payroll for affected workers without manual checks.

What you need to do:

Edit any benefit in kind earnings, that must be excluded when calculating the UK 50% regulatory income tax limit, to add the new PCG on the Non-Effective Dated tab.

What Happens if I do Nothing?

You might incorrectly include the value of payrolled benefits in kind when determining a worker's relevant pay for the 50% limit calculation.

238

Statutory Holiday Pay for Worker

Current Challenges:

Holiday pay has always been one of those tricky areas. If the system isn't aligned with statutory rules, workers can easily end up underpaid or overpaid. That leads to frustration and compliance risks. It's like trying to split the bill at dinner when everyone ordered something different—you're bound to get it wrong without a clear system.

Our Perceived Value Vs. Effort:

This update ensures Statutory Holiday Pay is calculated automatically according to legislation. That means no more manual calculations, no more double-checking spreadsheets, and no more confusion.

Effort-wise, it's light: configure it once and let the system do the work. Value-wise, it's huge—compliance is handled, employees trust their pay, and you avoid headaches.

What you need to do:

- Confirm that statutory holiday pay calculation is enabled in your. setup
- Run a few test cases to make sure results match legal requirements.
- Let your payroll team know the system is now doing the heavy lifting for them.

239

Payroll Area Performance Updates

Current Challenges:

Some payroll processes and reports could drag their feet—especially in heavy-duty areas like tax elections, year-end crunches, and federal reporting. That slowdown hit hardest during peak payroll periods, when speed is everything. Think of it like your Wi-Fi lagging in the middle of a big Netflix stream—annoying and badly timed.

Our Perceived Value Vs. Effort:

This update is all about behind-the-scenes muscle. Effort for you? Zero.

You will feel the smoother processing. Payroll keeps moving without those small but painful hiccups, especially when deadlines stack up. It's like upgrading to fiber internet—you don't see it, but you definitely feel it.

What you need to do:

Nothing at all. No testing, no setup, no extra clicks. This tune-up rolls out automatically.

240

Architectural Design Changes to Pay Calculation

Current Challenges:

Payroll calculations in Workday® were reliable, but the behind-the-scenes architecture could feel a bit like an old house with too many extensions built over the years. It worked, but maintaining and scaling it wasn't always smooth. Complex pay rules and integrations sometimes meant longer processing times or extra maintenance effort.

Our Perceived Value Vs. Effort:

With the new architectural design changes, Workday® is basically rebuilding the foundation instead of just patching walls. This overhaul makes pay calculation more efficient, scalable, and resilient. Think of it like moving from a house with creaky plumbing to a modern smart home system—cleaner, faster, and built for the future.

Effort is medium:

fewer performance bottlenecks, better reliability, and an easier time handling complex pay setups.

Effort is medium:

you'll need testing to confirm rules behave as expected, but you're not rewriting your payroll logic, just benefiting from stronger underpinnings.

What you need to do:

- Plan for testing cycles to validate calculations post-upgrade.
- Work closely with payroll and HR teams to confirm outputs match expected results.
- Monitor performance improvements and adjust reporting or integrations if needed.
- Treat this like an infrastructure upgrade—your house still looks the same on the outside, but everything under the hood just works better.

241

Auto Adjust Taxable Wages Over the Wage Limit

Current Challenges:

Payroll teams often had to act as tax referees. When wages went over statutory limits for taxes like Paid Family Medical Leave (PFML) or State Disability Insurance (SDI), Workday® didn't step in. Instead, payroll admins had to manually catch and correct overstated wages — a process that was slow, error-prone, and risky for compliance.

Our Perceived Value Vs. Effort:

For organizations with multi-state payrolls, this is less an "extra task" and more "extra peace of mind."

With this update, Workday® automatically adjusts taxable wages for flat-rate statutory taxes with wage limits. This applies across multiple U.S. states and territories, keeping payroll within legal boundaries without extra admin work.

High reward, low effort: improved accuracy, fewer manual corrections, and stronger compliance. Automatic adjustments mean less hands-on intervention..

What you need to do:

Keep an eye on those auto-adjusted tax results — sometimes you might still need to jump in and fix things manually if:

You enter negative OASDI wages (like for tips) after hitting the wage limit.

A worker moves to a different state mid-year, affecting SUI and FUI credits.

Negative wages drop OASDI or FUI taxable wages below zero — Workday® only adjusts up to what's saved for the current pay.

If you don't run another payroll before the quarter ends, you might need to do an extra on-demand pay run to avoid negative wages showing up in the next filing period.

242

Multistate Withholding Rule

Current Challenges:

When a terminated worker's home address changed after leaving the company, Workday® didn't always apply the correct multistate withholding rules to their final pay. This created gaps in tax accuracy and compliance, especially for organizations managing employees across multiple states.

Our Perceived Value Vs. Effort:

This fix ensures that multistate tax rules are applied correctly—even after a worker's termination if their resident state changes. That means:

Accurate final pay for terminated employees.

Better compliance with state tax regulations.

Less manual intervention for payroll teams.

The best part? It's an automatic update. No extra steps or configuration are needed.

What you need to do:

Nothing! The fix is already live. If you'd like to validate it in your tenant, you can run a pay calculation for a terminated worker who had a state change, and confirm that the correct multistate withholding rules now apply.

243

Resident Local Tax Authorities for Terminated Workers

Current Challenges:

Managing tax accuracy for terminated workers used to be a headache. If someone updated their local tax authority info after leaving the company, payroll teams often had to go back and manually fix processed payments — a time-consuming and error-prone task.

Our Perceived Value Vs. Effort:

Workday® now automatically applies updated resident local tax authority information when processing payroll for terminated workers — including changes at the county, city, and school district levels. This is especially important for states like Indiana, Maryland, Ohio, and Pennsylvania, where local tax rules can be complex.

The system intelligently uses the worker's updated details to determine the correct tax authority, helping ensure accurate withholdings and compliance with local tax laws — even after termination.

This is a high-value, low-effort update that delivers real benefits to payroll teams by improving accuracy, reducing risk, and saving time — all with zero disruption.

What you need to do:

This feature is automatically available. So, sit down and enjoy the enhanced tax experience.

244

Payslips for Payroll for the U.S.

Current Challenges:

Electronic payslips were missing worker addresses, and that caused a few headaches:

Compliance gap: New U.S. payroll laws (like the Ohio Pay Stub Protection Act) required addresses, but electronic payslips didn't show them.

Inconsistency: Paper and PDF payslips had addresses, electronic ones didn't — a formatting mess.

Manual workarounds: Some employers had to go old-school with paper copies just to stay compliant.

Our Perceived Value Vs. Effort:

Value:

High — No more scrambling to prove compliance. This update makes sure electronic payslips are just as complete and reliable as printed ones.

Effort:

Low to Moderate — Just a quick setting change to enable and validate the address field. Think of it like checking the "include toppings" box when you order pizza online — small step, big difference.

What you need to do:

Go to Maintain Payroll Payslip Configuration → Printing tab.

Tick the Display Worker Address checkbox.

If you do nothing: Workers won't see their addresses online, only on paper copies.

245

Marital Status Tax Elections

Current Challenges:

Tax elections can get tricky when marital status isn't aligned, leading to compliance headaches and payroll mismatches.

Our Perceived Value Vs. Effort:

Medium effort, high impact — you'll save yourself a lot of clean-up later by setting it up right now.

What you need to do:

Go to Tax Elections.

Enable marital status as a selectable option.

Validate it against your payroll and compliance rules.

246

Restart Year-End Jobs

Current Challenges:

Year-end payroll runs can feel like walking a tightrope—everything has to line up perfectly, and if one step goes wrong, you're scrambling. Historically, if a year-end job failed, you'd have to untangle the mess, troubleshoot, and then kick off the whole process again from scratch. That means more time lost and more room for error.

Our Perceived Value Vs. Effort:

This update gives you the ability to restart failed year-end jobs directly, without redoing the entire setup. It's like having a "respawn" button in a video game—you don't need to start the whole level over, just pick up where you stumbled. Minimal effort to adopt, but maximum peace of mind when crunch time hits

What you need to do:

When a year-end job fails, simply use the new Restart option in the year-end processing flow instead of recreating it. Test it with a sample scenario so your payroll team gets comfortable using it before the pressure of actual year-end processing kicks in.

247

W-4 Withholding Elections on Payslips for Payroll for the U.S.

Current Challenges:

For U.S. employees, W-4 withholding elections (like filing status or dependents) are critical for accurate tax withholding. But until now, those details were hidden behind the curtain—employees couldn't easily verify what elections were driving their tax deductions. That's like checking your restaurant bill without seeing the list of items—you only know the total, not how it got there.

Our Perceived Value Vs. Effort:

With this update, Workday® adds W-4 withholding elections directly to payslips. That means employees can finally see not just the outcome (withholding amount) but the inputs behind it. The effort to enable this is small (mostly a config update), but the value is huge: fewer payroll inquiries, more transparency, and peace of mind for employees come tax season.

What you need to do:

Verify that the payslip template in your tenant includes the new W-4 withholding elections fields.

Run a test payroll to confirm the elections display correctly.

Proactively let employees know they'll now see these details on their payslips, reducing the chances of confusion or surprise tax outcomes.

248

Intelligent Prompt Recommendations for U.S. Withholding Orders

Current Challenges:

Handling U.S. Withholding Orders in Workday® often means clicking through long lists, guessing which fields apply, and hoping you don't miss a compliance detail. It's tedious, error-prone, and takes longer than it should.

Our Perceived Value Vs. Effort:

High reward, medium effort. Intelligent prompts reduce guesswork, speed up data entry, and cut down on errors — giving payroll admins a smoother workflow and fewer compliance headaches.

What you need to do:

Enable the intelligent prompt feature within your Payroll setup for U.S. Withholding Orders. Once active, the system will automatically suggest the most relevant fields as you enter data.

Think of it like your GPS predicting the next turn before you even realize it — no more wrong routes, just a straighter path to accurate payroll processing

249

Schedule FLSA Work Period Calendar Update

Current Challenges:

Manually managing FLSA (Fair Labor Standards Act) work period calendars is both tedious and risky. These calendars are critical for compliance—especially in tracking overtime eligibility. If one slips through the cracks and expires, the consequences can include payroll errors or even legal complications. It's like relying on sticky notes to remember deadlines—sooner or later, something gets missed.

Our Perceived Value Vs. Effort:

Workday® introduces the Schedule FLSA Work Period Calendar Update task, which automatically scans for calendars about to expire within 90 days and updates them on a regular or custom schedule. This automation keeps payroll calendars up to date, reduces errors, and ensures compliance—all with minimal effort. A small change with a big payoff for payroll teams, especially when managing large employee populations.

What you need to do:

Make sure at least one FLSA work period calendar is set up in your tenant. Once it's there, this feature runs automatically in the background—no extra configuration required. What happens if I do nothing? If you don't use this new task, you'll still need to manually maintain your calendars and risk missing key deadlines.

250

Effective Dating of Tax Authority Exceptions from Pay Component Groups

Current Challenges:

Think of this like juggling different tax rules with no pause button — messy, risky, and easy to lose track of what applies when. Without effective dating, you're stuck manually retrofitting changes or patching inconsistencies.

Our Perceived Value Vs. Effort:

High value, medium effort. Once set up, it's like adding timestamps to your financial playbook — every tax exception knows exactly when to kick in, and you save yourself from endless corrections.

What you need to do:

Use the Maintain Tax Authority Exceptions Pay Component Groups task to add or update effective dates where needed.

Review existing exceptions (converted to a default effective date of 1/1/2000) and adjust them if a different start date is required.

Train payroll administrators to use the new Effective Dated Details tab so they can track exceptions properly.

Validate payroll runs during the next cycle to confirm calculations reflect the correct effective dates.

251

Payroll Minimum Wage REST API

Current Challenges:

Minimum wage isn't one-size-fits-all — it shifts depending on country, region, or even job profile. Without a smart way to pull that info, payroll teams were stuck doing manual lookups or patchwork fixes. That meant slower runs, more errors, and a higher risk of compliance slip-ups.

Our Perceived Value Vs. Effort:

This update is like giving payroll teams a direct hotline to the rules. The Payroll Minimum Wage REST API lets you instantly pull the correct minimum wage based on a worker or job profile, so calculations stay sharp and compliant.

The value is huge:

No more second-guessing tables, no scrambling for updates, and no "oops" moments.

And the Effort?:

Pretty much zero — the API is ready to go. Just call it and you've got the data.

What you need to do:

Start using the new REST API endpoints to fetch minimum wage data by worker or job profile.

Hook it into your payroll workflows wherever compliance checks are needed.

That's it — no heavy lifting, just plug and play.

252

Create Multicriteria Advanced Lookup Table

Current Challenges:

Before, building complex lookup calculations felt like juggling too many tabs at once—you had to create separate tables and link them together step by step. It worked, but it was time-consuming and messy, especially for payroll or time-off setups.

Our Perceived Value Vs. Effort:

This update is like upgrading from doing calculations across five different spreadsheets to having everything in one clean pivot table. You can now combine up to five criteria into a single lookup table. Effort is moderate since setup needs care, but the payoff is big: less duplication, easier maintenance, and way smoother for admins and implementers who live in these configurations.

What you need to do:

Build new multicriteria advanced lookup tables as needed—just note that once search criteria are defined, they're fixed. Update your existing lookup calculations to plug into these new tables and streamline the process. If you don't touch it, nothing breaks—you just won't get the efficiency boost.

253

Create Multicriteria Advanced Lookup Table SOAP APIs

Current Challenges:

Before, Advanced Lookup Tables were powerful but limited: you could only pull values based on one or two criteria. That's like trying to filter Netflix by just genre and year, but not also by language or rating. Frustrating when you want something very specific.

Our Perceived Value Vs. Effort:

Now, Workday® lets you create multicriteria Advanced Lookup Tables using SOAP APIs. This means you can filter based on multiple factors at once, making your integrations way smarter and reducing manual work. High reward, but you'll need some API knowledge to get it right (so medium-to-high effort).

What you need to do:

Use the new SOAP APIs to set up multicriteria lookups for your integrations.

Test with different scenarios (e.g., location + job profile + compensation) to confirm data returns correctly.

Document your mappings so the rest of your team doesn't feel like they're trying to solve a Rubik's cube blindfolded.

254

Workday® Bank Connectivity - Positive Pay Integration Template

Current Challenges:

The challenge addressed by this Workday® update is the need for a standardized, built-in solution for Positive Pay integration within the Workday Bank Connectivity framework. Previously, organizations using Positive Pay—a fraud prevention tool used by banks to match issued checks against those presented for payment—had to rely on custom integrations, which were:

Time-consuming to build and maintain.

Costly to implement.

Inconsistent across organizations.

This created barriers for organizations seeking secure, automated check fraud prevention directly within Workday®.

Our Perceived Value Vs. Effort:

This update delivers high value with moderate effort by eliminating the need for custom development, which saves time and reduces dependence on IT resources. It also enhances security through Positive Pay, a feature that helps prevent check fraud by ensuring only authorized checks are processed. Operations become more streamlined thanks to seamless integration with Workday® Bank Connectivity, reducing manual steps. Additionally, it promotes standardization by offering a consistent, Workday®-supported approach across organizations.

What you need to do:

Access the Create Integration System task and select Workday Bank Connectivity - Positive Pay from the New using Template field.

Organizations will need to configure the new integration template to get started. Access is limited to customers with the Workday Bank Connectivity SKU, which may restrict availability.

There may also be a need to coordinate with financial institutions to align file formats and transmission protocols, depending on the bank's requirements.

Do you want to level-up your Workday game?

Schedule a call with us!

Click Here!

INTEGRUM

People Analytics

255

Hiring Data Quality Module

Current Challenges:

The challenge with the new Stories feature is making sure the right people can create, approve, and view stories. Roles and permissions need to be set up carefully so that only the right content reaches the right audience. Another challenge is content governance — deciding who can publish what, and to whom. Finally, any changes in the editor or publishing process may confuse users at the beginning.

Our Perceived Value Vs. Effort:

The value is pretty high — “Stories” helps with internal communication, culture, announcements, and engagement. If done well, this can reduce noise, centralize messaging, and improve how information reaches staff. The effort, though, is nontrivial: setting up the right security, training content creators, defining workflows for submission / approval, testing how stories show up on mobile vs desktop, and possibly cleaning up legacy announcement tools or overlap. Also, figuring out which features are opt-in vs auto-enabled matters — because missing a key setting might block or degrade the experience.

What you need to do:

First: review the update details — exactly what “Stories” features are being introduced (publishing workflows, security domains, audience targeting, display behavior). Identify who in our org will serve as content authors and approvers. Next: set up a test plan covering the authoring → approval → publishing → consumption flow, including on mobile and different user roles. Update internal content governance policies if needed, and train the content teams / communicators on the new tools and limitations. Finally: plan communication to end users so they know where to find stories, how to submit (if applicable), and what to expect visually once things go live.

256

Navigation Experience Redesign

Current Challenges:

Workday® has powerful features, but let’s be honest — the navigation has sometimes felt like a maze. Users click endlessly, retrace their steps, or rely on memory shortcuts just to complete simple actions. That friction slows productivity and increases frustration, especially for people who don’t live in the system daily.

Our Perceived Value Vs. Effort:

High value, moderate effort. Once the redesign is in place, you get a smoother, more intuitive experience without needing heavy retraining. Think of it like your favorite streaming platform finally updating its interface so you can find shows without scrolling forever.

What you need to do:

Explore the new navigation, adjust bookmarks, and share feedback with your admin team. Encourage employees to re-familiarize themselves with the new layout early, so when critical tasks come up, the updated design feels second nature.

257

Globalization Next Phases

Current Challenges:

People Analytics had limited translation coverage, which made it less accessible for non-English-speaking users. This often created friction for global teams, as insights weren't equally easy to consume across all regions — like having a powerful tool but only part of the team could read the instructions.

Our Perceived Value Vs. Effort:

With this update, People Analytics expands localization to 11 additional languages, including Chinese (Simplified and Traditional), Dutch, French (Canada and France), German, Italian, Japanese, Korean, Portuguese (Brazil), and Spanish.

The value is high:

This significantly boosts usability and adoption worldwide by breaking down language.

The best part?:

It requires no setup effort from administrators.

What you need to do:

Nothing. People Analytics automatically displays in the supported language based on each user's locale setting.

258

Additional Hiring Metrics

Current Challenges:

Most recruiting teams measure just the basics — time-to-fill, number of applicants, or cost-per-hire. But that's like judging a movie only by its box office sales: it tells you something, but not the whole story. You miss critical insights like candidate quality, pipeline conversion, and diversity impact.

Our Perceived Value Vs. Effort:

High value, low-to-medium effort. Think of it as adding more camera angles in a replay — you suddenly see details that were hidden before. By tracking richer metrics, HR leaders can fine-tune strategies, improve candidate experience, and prove ROI to execs without reinventing their entire process.

What you need to do:

- Go to Configure Hiring Pipeline (step one – Metrics).
- Select the new metrics you want to include.
- Reinstall to display them on the KPI tab.

259

Fiscal Schedule for Hiring

Current Challenges:

Previously, hiring reporting in People Analytics was tied only to the default calendar year, even if your organization had a custom fiscal schedule. This created inconsistencies and made it harder to align hiring metrics with financial planning cycles — essentially comparing data on two different timelines.

Our Perceived Value Vs. Effort:

With this update, hiring reporting now automatically aligns with your configured fiscal schedule. This ensures workforce and financial reporting are finally in sync, delivering more accurate insights for planning.

The value is high — cleaner alignment between HR and Finance — while the effort required is zero, since it applies automatically.

What you need to do:

No action is required. Hiring reporting will now follow your fiscal schedule by default.

Performance Enablement

My Teams Goals

Current Challenges:

The My Teams Goals report didn't always match an organization's terminology. Specifically, the Description column ignored custom labels, creating inconsistencies between what managers or HR teams expected to see and what the report displayed. This made reports less intuitive and sometimes confusing.

Our Perceived Value Vs. Effort:

This fix is a subtle but important win. By respecting custom labels, the report now aligns perfectly with your organization's terminology. That means:

Clarity – managers and HR teams see the terms they're familiar with.

Consistency – reports and business language finally match up.

Improved user experience – less confusion, smoother interpretation.

Effort?:

Low. Just a quick check or tweak to your custom labels, and you're good to go.

What you need to do:

Head over to the Maintain Custom Labels task.

Set or edit the custom label for Description.

Run the My Teams Goals report and confirm the updated label appears correctly.

Update any documentation or training materials if your teams rely on screenshots or step-by-step guides.

What Happens if We Do Nothing?

The report will still run, but the column will remain labeled as Description, even if your organization uses a different term. A small missed opportunity for alignment and clarity.

261

Remove Duplicate Maintained Skills

Current Challenges:

When duplicate skills sneak into your system, profiles get messy, reporting loses accuracy, and matching talent to opportunities feels like trying to solve a puzzle with extra, wrong pieces.

Our Perceived Value Vs. Effort:

High value, low lift. Cleaning duplicates not only tidies data but also improves search and recommendations instantly.

What you need to do:

Use the delivered cleanup option in Workday® to identify duplicate maintained skills.

Select which skill record to keep and confirm the merge.

Review impacted worker profiles to make sure everything looks aligned.

Pro Tip

Make it a habit — schedule regular checks so duplicates don't pile up again.

262

Retain Comments When Merging Skills

Current Challenges:

When merging duplicate skills, the associated comments used to vanish into thin air. That meant valuable context, feedback, or manager notes tied to a skill could get lost forever.

Our Perceived Value Vs. Effort:

Now, those comments stay intact during the merge. It's a small technical tweak, but the impact is big — no more chasing lost notes or re-adding feedback manually. Think of it as decluttering your skills library without accidentally tossing the good stuff.

What you need to do:

No heavy lifting here. Just merge as usual, and rest assured that all comments tagged to skills will carry over automatically.

263

Guided and Summary Editors

Current Challenges:

Writing in Workday® can feel like staring at a blank page—you know what you need to say but structuring it properly takes forever. Without a clear framework, people often overcomplicate the message or miss key details, which slows down reviews and confuses the process.

Our Perceived Value Vs. Effort:

Having training wheels on your writing: they keep you on track, help you structure your content, and make sure your final draft is clean and easy to understand. The effort is minimal—just follow the prompts—while the value is high: better alignment, faster approvals, and less back-and-forth.

What you need to do:

This may impact your training materials. We recommend adopting the Guided Experience as your template format, even while both configuration options are available, to take advantage of its improved user experience and future features.

Note: For more detailed information on the Guided Editor retirement, including FAQs, please see this post ***here***: Guided Editor Retirement for Employee Reviews

INTEGRUM

Platform and Product Extensions

264

Uses Manager Self-Service Talent Workday® Usage Metric

Current Challenges:

Sometimes metrics are introduced because they seem valuable to track. Over time, however, they may prove to be less useful or have little impact.

This was the case with the “User Manager Self-Service Talent” Workday® usage metric. It didn’t gain much traction with end users and provided limited value. As a result, it mainly took up space without offering meaningful insights.

Our Perceived Value Vs. Effort:

This update takes no effort and is just an update to clean the options so users don´t have to go to longer lists.

This update won’t even be noticed if you don´t use metrics at all.

What you need to do:

Nothing at all, this is an automatic update.

265

Uses Employee Self-Service Talent Workday® Usage Metric

Current Challenges:

The idea behind updates is always to improve the user experience. Sometimes they succeed, sometimes they add complexity, and other times they make little to no difference.
That last case applies to the “Uses Employee Self-Service” Talent Workday® Usage Metric.

Unfortunately, while the concept is interesting, this metric hasn’t proven particularly useful. The insights it provides are limited, and overall interest and impact have been quite low.

Our Perceived Value Vs. Effort:

This update retires the “Uses Employee Self Service” talent metric in Workday®. Since the metric wasn’t widely used, removing it helps reduce clutter and simplify the available options. Workday® has no plans to introduce a replacement.

This is a small cleanup change — no effort is required. After the update, the metric will no longer be visible in Workday®.

What you need to do:

Nothing at all, this is an automatic update, and no user actions are needed.

266

People Experience Search

Current Challenges:

Finding the right info in Workday® used to feel like scrolling endlessly through Netflix — you know the answer is in there somewhere, but it takes too long to surface. For employees, that meant wasting time hunting down policies, tasks, or people details instead of just getting stuff done.

Our Perceived Value Vs. Effort:

Think of this as swapping your old DVD collection for a streaming service with an actually good search bar. With People Experience Search, results are faster, smarter, and tuned to show what’s relevant — not just everything with the same keyword. The value here is big: quicker answers, fewer “where do I find this?” pings to HR, and an overall smoother user experience.

And the effort?:

Pretty light. Once enabled, it works behind the scenes without massive setup. It’s one of those updates where the payoff is way bigger than the lift.

What you need to do:

Enable the People Experience Search feature and communicate the change to your teams. Encourage employees to use it as their go-to search bar inside Workday® — less time lost digging, more time spent doing.

267

Printable Attachments for Docs for Layouts

Current Challenges:

Attachment headaches: Before, you couldn't just tack on images or PDFs to printed docs in Docs for Layouts.

Incomplete records: Printed docs sometimes missed supporting materials, making them unclear and less useful.

Incomplete records: Printed docs sometimes missed supporting materials, making them unclear and less useful.

Bulk printing limits: High-volume invoices with attachments were tough to scale.

Our Perceived Value Vs. Effort:

Value:

High — Now you can automatically append PDFs and images to printed documents, no extra steps.

Workflow win — No more manual merging or juggling separate files. Everything is in one place.

Effort:

Low — It's auto-enabled, no setup needed.

Heads-up: Bulk printing supports up to 1,000 invoices per batch, so plan ahead for massive runs.

What you need to do:

Nothing complicated. This update just makes your printed docs smarter and more versatile right out of the box, saving time instantly.

268

Favorites Worklet

Current Challenges:

Workday® created the Favorites Worklet to give users a quick place to store and access frequently used reports and tasks. But in practice, many people didn't go back to the worklet. Instead, they just searched or tried to remember what they needed. The feature never quite became the shortcut it was meant to be.

Our Perceived Value Vs. Effort:

This update retires the Favorites Worklet and replaces it with something simpler: a "Favorite Reports and Tasks" option directly under the profile icon. By moving favorites to a spot everyone already uses, Workday® makes them easier to find and more useful day-to-day.

What you need to do:

Nothing to configure — favorites automatically move under your profile.

If your team relied on the worklet, update training materials and help people get used to the new route.

If you do nothing:

The Favorites Worklet will disappear, and your favorites will now live under the profile menu. You'll still have quick access, just in a more visible location.

INTEGRUM

Scheduling

269

Scheduling Validations SOAP APIs

Current Challenges:

Recruiting often leans on the "big three" — time-to-fill, cost-per-hire, and applicant volume. That's like evaluating a business only by its revenue: you see movement, but not whether it's sustainable, high-quality, or diverse. Important layers like candidate quality, conversion rates, and diversity insights stay hidden.

Our Perceived Value Vs. Effort:

High value, low-to-medium effort. Think of it as upgrading from a simple balance sheet to a full P&L with trend analysis. Suddenly you're not just seeing the totals — you're spotting patterns, strengths, and weak links that let you fine-tune your recruiting strategy without major upheaval.

What you need to do:

Update integrations using the Import Scheduling Settings Overrides API to bulk-assign worker overrides with new validation settings.

Update integrations using the Put Scheduling Settings API to include new validations and multiple role assignment functionality.

Monitor for the upcoming re-delivery of this feature in a future service update.

270

Assign Work Schedule Web Service

Current Challenges:

Previously, the Assign Work Schedule Web Service couldn't support 24-hour shifts, which created restrictions and triggered errors such as "static shift can't be 24 hours long" or "a shift profile is required."

With this update, Workday® now supports 24-hour shifts in work schedule patterns, eliminating those errors and giving users more flexibility in scheduling.

This resolves a long-standing limitation and ensures schedules beyond standard hours can be assigned without issue.

Our Perceived Value Vs. Effort:

This update resolves an inconvenience with the Web Service, which previously returned errors if users didn't follow the predefined configuration.

While technically correct, the system forced users to adapt in ways that felt restrictive. With this fix, users can now assign hours in 24-hour format without issues.

It's a simple, no-effort improvement that removes a minor annoyance and makes the process smoother.

What you need to do:

Nothing, this is an automatic update and no user action is required.

271

Scheduling Worklets

Current Challenges:

Managing schedules in Workday® can sometimes feel like juggling calendars, spreadsheets, and sticky notes all at once. Worklets existed, but they weren't always tailored for the fluid, on-the-go nature of scheduling — meaning extra steps, extra clicks, and lots of back-and-forth.

Our Perceived Value Vs. Effort:

Now, Scheduling Worklets act like a personal control panel for managers and workers. Picture it as the difference between flipping through multiple TV channels trying to find your show vs. having Netflix recommend it right on your home screen. With scheduling integrated into worklets, it's all streamlined and in one place.

The value?:

Huge efficiency gains and fewer errors.

The effort?:

Pretty low once you configure it — it's more about adjusting the view than rebuilding the system.

What you need to do:

- Enable the scheduling worklets for your workforce.
- Configure them with the fields your managers and employees actually need.
- Communicate that these worklets exist and are customizable, so users stop digging through menus for their scheduling tasks.

272

Position-Based Time Off Plans and Leave Types for Contingent Workers with Multiple Jobs

Current Challenges:

Contingent workers with multiple gigs often had their time off blended together, like airlines mixing luggage tags and sending your bag to Paris while you're headed to Lima. Confusing, messy, and frustrating.

Our Perceived Value Vs. Effort:

High value, medium effort. It's like booking separate tickets for each trip — a little setup upfront, but smooth sailing once it's in place.

What you need to do:

01

Assign time off and leave types per position, not worker.

02

Use the Assign Time Off Plan and Assign Leave Type tasks for each role.

03

Audit plans to ensure one worker with two jobs has their entitlements tracked separately.

Considerations:

- Plans are tied to positions — not merged.
- Reporting will reflect each job's entitlements cleanly.
- If you do nothing?

  You're back to misrouted baggage chaos: one person's multiple jobs mashed into a single time-off pool.

273

Time Off and Leave Calendar

Current Challenges:

New Calendar, Who Dis?

The Time Off and Leave Calendar task is heading into retirement with the 2025R2 release. We're swapping it out for the Team Absence Calendar task.

Why the Switch?

The new version is faster, smarter, and packed with extra features to make managing team time off a breeze.

Our Perceived Value Vs. Effort:

There's clear value in making a task smarter, faster, and stronger, especially when that upgrade comes with little to no lift. This is a much-needed improvement that delivers meaningful impact without disrupting existing workflows. The configuration is handled behind the scenes by Workday®, so while successful adoption still benefits from awareness and communication, no manual work is required to implement the change.

What you need to do:

Workday® is retiring the old task, so no setup is required on your end. The main step is spreading the word—update any training materials and let your teams know to start using Team Absence Calendar going forward

274

The Existing Calendars and Functionality for Time Off and Absence

Current Challenges:

The old Time Off and Absence calendars are being retired with the 2025R2 release. In their place, you're getting a brand-new Absence Calendar that puts everything in one spot — easier, faster, and way more user-friendly.

On desktop, you can request absences without jumping pages and even use a micro-calendar for quick scheduling. You'll also be able to edit time off events directly in the Team Absence Calendar. And if you're on mobile, you'll now see one single calendar that combines time off + leave of absence with team insights to help guide better requests.

Our Perceived Value Vs. Effort:

This upgrade delivers a big usability boost without creating extra headaches. The value is high — smoother navigation, better visibility, and a consolidated experience for both desktop and mobile. The effort? Pretty minimal. You just need to configure security policies once, and from there, the new calendar takes over seamlessly.

What you need to do:

Update the security policies for:

- Correct Time Off.
- Request Leave of Absence.
- Request Time Off.
- Add the right security groups so they can initiate these actions.
- Once you're ready, remove security from the old initiating actions and fully move to the new calendar.

INTEGRUM

Security and Administration

275

Unified Provisioning and Authentication (UPA) for Workday® Adaptive Planning

Current Challenges:

Managing users in Adaptive Planning used to be... let's be honest, kind of messy. Multiple systems meant multiple headaches: duplicate data, manual updates, and too many opportunities for something to slip through the cracks. For admins, it felt like juggling flaming torches blindfolded.

Our Perceived Value Vs. Effort:

Now comes UPA — a single source of truth for provisioning and authentication. One hub, one process, one smoother experience. It means fewer logins to manage, less room for errors, and way less time wasted.

The best part? The payoff is massive compared to the setup. Yes, there's some configuration work upfront, but once it's in place, you've basically automated away a ton of manual effort.

Think of it as trading in your messy pile of keys for one sleek master key that unlocks everything.

What you need to do:

- Head to Customer Central and request access to UPA.
- Configure provisioning so user accounts sync seamlessly between Workday® and Adaptive Planning.
- Test authentication to make sure everything flows without hiccups.
- From here, users get the smooth, single-login experience — while admins finally breathe easier.

276

User Provisioning Workspace

Current Challenges:

Managing user access across multiple systems can feel like herding cats — requests pile up, approvals get lost, and compliance checks take longer than they should.

Our Perceived Value Vs. Effort:

Big win for efficiency. The new workspace centralizes everything, making provisioning smoother without heavy setup.

What you need to do:

- Head to the User Provisioning Workspace in Workday®.
- Review pending access requests and approve or deny directly from the dashboard.
- Use the filters to quickly sort by system, role, or request type.
- Monitor compliance with built-in reports that highlight anomalies.

Heads Up

This workspace pulls everything into one view — so if you've been juggling multiple tasks in different spots, now's the time to retire that messy spreadsheet.

INTEGRUM

Talent Acquisition

277

Unpost Job Requisition

Current Challenges:

Recruiters didn't have a quick way to remove job postings once a requisition was filled or no longer active. The workaround was clunky — either closing the whole requisition or leaving old postings visible longer than necessary. That meant extra manual steps and sometimes confusion for candidates who applied to jobs that weren't really open anymore.

Our Perceived Value Vs. Effort:

With this update, recruiters can unpost job requisitions directly. The benefit is straightforward: cleaner job boards, less candidate confusion, and fewer extra steps for recruiters.

Value:

High — simpler process, better candidate experience.

Effort:

Very low — the option is enabled automatically.

It's like finally having a "remove from shelf" button instead of hiding the whole store.

What you need to do:

No setup required.

Recruiters can now use the Unpost Job Requisition action when a posting needs to be removed

278

Candidate Profile

Current Challenges:

Recruiters used to feel like detectives piecing together a case file. A candidate's skills, experience, and activity were spread out across different screens, making it harder to see the full story in one place. That slowed down evaluations, increased the chance of missing details, and made collaboration with hiring managers less fluid.

Our Perceived Value Vs. Effort:

The enhanced Candidate Profile fixes that by pulling everything into a single, organized view. Instead of chasing scattered details, recruiters can now get the big picture instantly:

consolidated data, recent activity, and context that actually helps with decision-making.

It's like switching from a messy stack of résumés and notes to a clean portfolio where all the key info is already highlighted. Faster reviews, sharper conversations, and a smoother hiring process overall. And the best part? It's automatic — no setup hoops to jump through.

What you need to do:

Nothing to turn it on — the improved Candidate Profile is already live.

What you should do:

Make sure recruiters and hiring managers know it's there and start using the consolidated view for evaluations and candidate discussions.

279

Social Share for Country

Current Challenges:

Before, job seekers could share postings on social media, but recruiters had zero control over where those shares were allowed. A posting could end up circulating in regions where you weren't even hiring, creating noise, extra applicants to filter through, and confusion for candidates.

Our Perceived Value Vs. Effort:

¡ Now, Workday® lets you limit social sharing by country. That means you can make sure a job posted in Australia doesn't get blasted across LinkedIn in Canada (unless you want it to). The value? Cleaner pipelines, fewer mismatched applicants, and more targeted reach.

It's like setting your party invite to "friends only" instead of letting it float around the whole internet. You get the right people showing up — and far fewer awkward "not on the list" moments.

What you need to do:

Update your Job Posting configuration to set allowed social share countries.

Double-check that postings are aligned with your recruiting strategy.

Once configured, candidates will only be able to share job links in the regions you've approved.

280

Candidate Availability for High Volume Recruiting

Current Challenges:

Running high-volume recruiting without clear candidate availability is like trying to draft players without knowing if they can actually show up on game day. Recruiters juggle interview scheduling like a chaotic tournament bracket, constantly rescheduling when candidates aren't available.

Our Perceived Value Vs. Effort:

High reward, low effort — think of it like switching from pickup basketball chaos to a fully scheduled league with referees and time slots. The work upfront is minimal compared to the smooth match flow you'll get.

What you need to do:

01

Create the template (Create Candidate Availability Template).

02

Set defaulting rules (Maintain Job Requisition Candidate Availability Defaults) — first true rule applies.

03

Template auto-assigns to the Details tab when conditions are met.

04

Configure the grid (Edit Grid Configuration): add availability tab, time slots, report fields, and "None/Flexible" columns.

05

Update the Candidate Profile (Configure Profile + Configure Profile Group) to display Candidate Work Availability.

Considerations:

- External candidates only — set up a separate process for internals.
- Availability is locked after submission but carries over to new requisitions.
- Templates apply only at requisition creation; changes need unposting/reposting.

Migration needs Customer Central + Object Transporter access.

If you skip setup? No Candidate Availability feature at all — like running a game with no roster.

281

Post Jobs to Multiple Agency Types

Current Challenges:

Recruiters were boxed in when posting jobs — each agency type had to be handled separately. That meant more clicks, more admin, and more room for error. Basically, efficiency took a hit every time you needed to share a role across different agency setups.

Our Perceived Value Vs. Effort:

This update flips the script. Now you can post a single job to multiple agency types in one go.

The value?:

It's big — smoother workflows, less duplicate effort, and faster turnaround when getting roles out to the right agencies. Recruiters stay focused on finding the right talent instead of babysitting postings.

The effort?:

Minimal. It's built right into the posting process. Think of it as a "select all that apply" upgrade — no extra configuration, no heavy lift.

It's a straight-up productivity booster with very little work needed to reap the benefits.

What you need to do:

Nothing. This enhancement will be automatically available.

What Happens if I do Nothing?

This feature will be available by default, but it won't impact your current workflows unless you choose to use it.

282

Job Application for Hire

Current Challenges:

Hiring managers and recruiters often had to manually re-enter or duplicate candidate details when moving from an application into an actual hire. That extra admin wasn't just tedious, it opened the door for delays, mistakes, and wasted time during the hiring process.

Our Perceived Value Vs. Effort:

This update cuts straight to the good stuff: now you can turn a job application directly into a hire without detours or rework.

The value?:

Speed and accuracy. It smooths out one of the clunkiest parts of the recruiting flow by removing double entry, saving clicks, and ensuring cleaner data for downstream processes.

The effort?:

Practically none. The feature is built in, so teams get the benefits without any big setup or retraining. It's one of those high-impact, low-lift changes that instantly makes the whole process feel smarter

What you need to do:

Start using the new flow when hiring candidates from applications. Make sure hiring managers and recruiters are aware of the update — it's plug-and-play, no special configuration required.

283

GeoIP Country Code In Career Sites

Current Challenges:

Career sites often treat all visitors the same, regardless of where they're coming from. It's like showing the same restaurant menu to someone in New York and someone in Tokyo — you're not really speaking their language (literally or culturally).

Our Perceived Value Vs. Effort:

Now, with GeoIP Country Codes, your career site can automatically detect where a candidate is visiting from and tailor the experience. The effort to set it up is minimal compared to the value of offering a localized, personal candidate journey — like swapping out a one-size-fits-all billboard for a Netflix-style homepage that knows your preferences.

What you need to do:

Enable GeoIP detection in your career site settings.

Define how your site should adjust per country (language, job postings, compliance info).

Test with sample locations to ensure everything runs smoothly before rolling out.

284

Revise Job Requisitions

Current Challenges:

When recruiters revised job requisitions in Workday®, they could also change the supervisory organization. That flexibility might sound useful at first, but in practice it caused big issues: routing approvals to the wrong place, creating compliance risks, and slowing down the hiring process with avoidable rework.

Our Perceived Value Vs. Effort:

High value, zero effort. The fix ensures requisition revisions maintain accurate supervisory orgs and prevent misrouting.

What you need to do:

Nothing major here:

Run a quick test in the Revise Job Requisition task.

Confirm that the supervisory org field is locked and that approvals still flow correctly through the right org.

285

Manage Job Requisitions Recruiter Prompt Security

Current Challenges:

Before, recruiters could filter the Manage Job Requisitions report using the Recruiters prompt, even if they didn't have the right security access. That opened the door to confusion and unnecessary visibility. Not exactly ideal for sensitive data.

Our Perceived Value Vs. Effort:

Now, recruiters can only filter by their own name if they have the right security access. Translation: only the right eyes see the right info. It cuts noise, eliminates those inconsistent "why am I seeing this?" results, and gives recruiters confidence that what they're looking at is legit.

This isn't just a cleanup—it's like putting VIP wristbands on your recruiting data. No access? No entry. Effort level for you? Zero.

What you need to do:

Nothing. Workday® takes care of the heavy lifting behind the scenes.

286

Edit Job Requisition

Current Challenges:

In the Edit Job Requisition task, Workday® saved role changes even when users hit Cancel. That meant:

- Unintended role assignments for recruiters, HR partners, or managers.
- Broken approval chains and misrouted workflows.
- Access issues that were hard to trace.
- Missing audit trails, creating compliance risks.
- User confusion—"Cancel" didn't actually cancel.

Our Perceived Value Vs. Effort:

This fix makes Workday® behave the way users expect. Cancel now truly cancels.

- Accuracy restored: No more accidental role assignments.
- Clean workflows: Approval routing and access stay intact.
- Compliance-ready: Audit trails reflect only intentional changes.
- Clarity for users: Cancel = discard, Submit = save.

The value is high while the effort is low. The change is automatic, meaning less admin troubleshooting and fewer confused users.

What you need to do:

Run this quick validation scenario:

01

Open the Edit Job Requisition task.

02

Add or remove a role in the Assign Roles section.

03

Click Cancel.

04

Confirm that Workday® does not save the update.

That's it—no extra configuration required.

Do you want to level-up your Workday game?

Schedule a call with us!

Click Here!

Talent Management

287

Goals User Interface

Current Challenges:

Setting and tracking goals used to feel clunky—like trying to write a to-do list on sticky notes that keep falling off your desk. Employees struggled to see the big picture, and managers couldn't always track progress in a clear, engaging way.

Our Perceived Value Vs. Effort:

The new Goals User Interface gives goals a facelift—it's modern, simple, and intuitive. Imagine switching from a paper calendar to Google Calendar: everything is cleaner, easier to navigate, and more visual. Employees can now engage with their goals like they're scrolling through a social app, not fighting with an old spreadsheet.

Effort-wise, it's light. The biggest win? Adoption. People are more likely to interact with goals when the experience feels familiar and user-friendly.

What you need to do:

- Enable the updated Goals UI in your tenant.
- Walk managers and employees through the new experience—think of it as showing them their new "fitness tracker for career growth."
- Encourage adoption by framing it as a tool that helps everyone actually see their progress instead of losing it in the system.

288

Check-Ins: Shared History Notes

Current Challenges:

Managers often struggle to keep track of past conversations during check-ins. Without shared history notes, every session can feel like starting from scratch — like walking into a TV series at season 3 without watching the first two. You miss all the build-up and context.

Our Perceived Value Vs. Effort:

With Shared History Notes, both managers and employees can see what's been huge discussed before, keeping conversations consistent and forward-looking. Minimal effort, huge payoff — it's like having a "Previously on..." recap before each episode, so you're never lost.

What you need to do:

- Start logging check-in notes consistently.
- Use shared history as your reference point for progress and follow-ups.
- Encourage employees to review past notes before their next conversation to make the dialogue richer and more aligned.

INTEGRUM

Talent Pipeline

289

Skills Fields

Current Challenges:

In Get Feedback events, fields like “Skills for Endorsement” and “Skills for Rating” sometimes showed up in process history even when they weren’t enabled in the template. This created clutter, confusion, and made the history harder to read.

Our Perceived Value Vs. Effort:

This fix is a small but powerful one. By ensuring only the fields that are actually enabled appear in history, feedback records are now cleaner, more accurate, and easier to interpret. It strengthens data integrity without adding complexity. Minimal effort, high value.

What you need to do:

- Review your feedback templates.
- Run a test Get Feedback event without skills fields to confirm the history section no longer shows them.
- Update training notes if your team was previously impacted.

290

Give Requested Feedback: Generate Feedback Suggestions

Current Challenges:

Giving feedback is simple in theory but tough in practice. Many employees hesitate, give vague one-liners, or skip responses altogether because they don’t know how to frame their thoughts. The result? Missed chances for meaningful conversations, weaker feedback culture, and lost opportunities for growth.

Our Perceived Value Vs. Effort:

Workday® now steps in with Generative AI powered by Google Vertex AI to guide employees through the Situation-Behavior-Impact (SBI) framework. Instead of staring at a blank box, users can click for AI-powered suggestions that sharpen their message, add context, and make feedback more actionable.

The value shows up fast:

Higher-quality, structured feedback.

Easier for employees to respond when asked.

Stronger communication loops that actually support development.

Effort is moderate — you'll need to opt in and set up templates — but once it's on, the cultural payoff is much bigger than the lift.

What you need to do:

Opt in to HCM ML Features and Third Party Connectors GA in the Innovation Services report.

In Maintain Feedback Setup, turn on Enable Generative AI for Feedback Suggestions.

Configure your feedback templates and select which text questions get AI help.

(Optional) Add condition rules so specific templates apply to specific groups.

If you skip this setup, employees will keep giving feedback the old way — no AI suggestions to guide them.

291

Succession Planning in HR Partner Hub

Current Challenges:

Succession planning has often been like keeping notes on sticky pads all over your desk — the info is there, but it's scattered and easy to miss. For HR Partners, that meant jumping across reports to track critical roles, candidate pipelines, and updates. The result? Slow reactions when key positions opened up and a harder time spotting talent gaps before they became problems.

Our Perceived Value Vs. Effort:

Now, the Succession Planning report lands right inside the HR Partner Hub. One place, one view, no hunting around. HR Partners can quickly see who's lined up for critical jobs, where the gaps are, and what's changed. It keeps organizations ready for transitions instead of scrambling after the fact.

The value is clear:

Faster insights and stronger pipelines.

The effort:

Just some domain setup. Once it's in place, you're looking at a smooth ride compared to the patchwork process before.

Think of it as going from Post-its everywhere to a single live dashboard that actually tells you the story.

What you need to do:

Configure the Worker Data: HR Partner Hub and Worker Data: Succession domains.

Give HR Partners access to the new Organizational Health section in the HR Partner Hub.

Once access is set, the Succession Planning page appears with reports and cards ready to go.

If you skip setup:

HR Partners won't see the new reports.

Succession planning stays stuck in scattered mode.

292

Succession Planning REST APIs

Current Challenges:

Managing succession plans in Workday® often required manual effort or was limited to in-system processes, making it difficult to integrate with external HR systems and talent platforms. This lack of integration slowed down planning and added complexity for organizations wanting a more connected talent management ecosystem.

Our Perceived Value Vs. Effort:

With this update, Workday® opens up REST APIs for succession planning, enabling integration and automation of succession data and events with external systems. The value is high—greater flexibility, scalability, and stronger talent strategies. The effort is moderate, as setup requires configuring the new Manage Succession Plan (REST Service) initiating action within the succession planning business process security policy.

What you need to do:

Enable and configure the newly delivered Manage Succession Plan (REST Service) initiating action within the Manage Succession Plan business process security policy. This ensures the right users and systems can create and manage succession plans, events, and candidates via APIs.

What Happens if You Do Nothing? No disruption — succession planning will continue to function as it does today, but you won't benefit from the new integration capabilities with external systems.

293

Give Requested Feedback in My Tasks

Current Challenges:

Feedback requests often get lost in the shuffle of emails, pings, and "I'll do it later" moments. People know they should give feedback, but unless it's front and center, it can slip through the cracks.

Our Perceived Value Vs. Effort:

Workday® now places feedback requests directly in My Tasks — meaning they show up right where approvals and to-dos live. Think of it like moving the "remind me later" sticky note from your desk drawer to your laptop screen: you can't miss it.

The value?:

Higher response rates, more timely feedback, and fewer follow-ups from HR.

The effort?:

Minimal — it's baked into existing workflows.

What you need to do:

Enable the option so feedback requests populate in My Tasks.

Let your teams know they'll see feedback requests the same way they see approvals, making it easier to complete them on time.

Encourage managers to leverage this for faster, structured feedback cycles.

294

Service Operations in AnytimeFeedback REST API

Current Challenges:

APIs can feel like locked doors—you know the data is inside, but without the right keys (operations), you can't get in. For Anytime Feedback, this meant limited ways to interact with or automate feedback flows.

Our Perceived Value Vs. Effort:

Now, Workday® expands its REST API service operations for Anytime Feedback. Think of it like upgrading from a single house key to a smart keycard—you can now open more doors, move faster, and even automate entry.

Value?:

More flexibility for integrations and automation around feedback collection.

Effort?:

Moderate—developers will need to adjust integrations, but the payoff is streamlined processes and more dynamic use of feedback data.

What you need to do:

- Review the updated REST API documentation for Anytime Feedback.
- Identify processes where automation or data exchange could make life easier.
- Update existing integrations or build new ones to leverage the expanded operations.

INTEGRUM

Time Tracking

Enter Time by Type (New!)

Current Challenges:

For project workers, time entry could feel like a chore. The old methods lacked flexibility and user-friendly tools, which made it slow and frustrating to record hours across multiple projects. Without features like copy-paste or bookmarks, workers had to repeat the same steps week after week. In fast-paced project environments, that meant more errors and wasted time.

Our Perceived Value Vs. Effort:

The new Enter Time by Type (New!) task is a major upgrade. It introduces a grid-style interface that finally makes time entry intuitive:

- Navigate quickly with your keyboard.
- Copy time from previous weeks.
- Bookmark frequently used projects.
- Search and filter with ease to find the right project.
- Built-in validations to catch mistakes early.

The result? Faster, smarter, and more accurate time tracking.

Value:

High — streamlined workflows, fewer errors, happier project workers.

Effort:

Low — just a bit of setup for security and templates.

It's the difference between filling out an old spreadsheet manually vs. using a modern timesheet tool designed for speed.

What you need to do:

- In the Enter Time business process security policy, add security groups to the new Enter Time by Type (New!) option.
- Configure the time entry template.

What Happens if You Do Nothing?

Nothing changes. Workers will continue using the older time entry methods and miss out on the efficiency gains of the new task.

296

Get Calculated Time Blocks

Current Challenges:

Managers and admins sometimes struggled to get a clear breakdown of how employee time blocks were calculated. It was like seeing the final score of a soccer match but not knowing how the goals were scored — the result was there, but the context was missing.

Our Perceived Value Vs. Effort:

With this update, Workday® makes the "behind-the-scenes" view easy. You can now pull calculated time blocks directly through REST APIs, so you see the raw details of how hours are determined.

Value:

High — more visibility, fewer surprises, stronger reporting.

Effort:

Moderate — requires setup of API security and permissions, but once done, it runs smoothly.

It's like finally getting access to the director's cut — no missing context, everything laid out clearly.

What you need to do:

- Enable access to the new REST API endpoints for calculated time blocks.
- Update security groups so the right people can pull this data.
- Test the integration with your existing time tracking workflows to ensure consistency.
- If nothing is configured, you'll stay stuck with the "final score only" view, missing the detailed play-by-play.

297

Review Button on Enter Time by Type for New Hire

Current Challenges:

New hires faced a frustrating roadblock in Enter Time by Type: the Review button simply wasn't there.

Without it, new hires couldn't submit their time.

Payroll teams had to step in, leading to delays, manual fixes, and compliance risks—especially in regulated regions.

Managers and admins carried extra workload, increasing the chance of errors.

Meanwhile, existing employees still saw the button, creating an inconsistent and confusing experience.

Our Perceived Value Vs. Effort:

This fix puts everyone back on the same page. New hires now see the Review button, just like existing employees, ensuring:

Smooth onboarding: New hires can submit their time from Day 1.

Consistency: A unified experience for all employees.

Efficiency: Payroll gets accurate data on time, no manual rescue missions needed.

Compliance: Reduced risk in regions with strict time-entry requirements.

The value is high, while the effort is minimal—this fix rolls out automatically.

What you need to do:

01

Log in as a new hire in the impacted population.

02

Open Enter Time by Type.

03

Confirm that the Review button is now visible and functional.

No other action is needed—the update is already in place but validating it ensures your processes run without hiccups.

298

Edit and Approve Time

Current Challenges:

In the Edit and Approve Time report, time off data wasn't showing up. That created a chain of issues:

Managers couldn't see if reduced hours were actual time off or missing punches.

Payroll risked processing incorrect pay.

Compliance gaps popped up from incomplete time and absence records.

Managers had to waste time cross-checking multiple reports.

Employees got confused when their own view didn't match what managers saw.

Our Perceived Value Vs. Effort:

Workday® fixed it by bringing time off data directly into the Edit and Approve Time report. Now managers and admins get a unified view of hours worked plus absences.

The payoff:

Cleaner reporting → less manual checking.

Payroll accuracy → fewer missed PTO records.

Compliance ready → stronger audit support.

Better employee experience → no mismatched data between views.

The value is high, the effort is low—it's a straight upgrade.

What you need to do:

Minimal action needed. Simply Verify that they return a time off in the impacted population on the report.

299

Review Time by Week Report

Current Challenges:

The "Review Time by Week" report didn't always give clear summary totals, making it harder to get a quick view of hours and requiring extra manual math after exporting.

Our Perceived Value Vs. Effort:

Effort is zero. it's a fix, not a new capability. Still, it removes small inefficiencies and makes reports more trustworthy and export-friendly.

What you need to do:

Nothing new to configure. Just know that totals are now accurate in the report and in exports, so you can rely on them without extra checks.

300

Time Management Hub

Current Challenges:

Managing time-related tasks in Workday® used to feel like a scavenger hunt — absences, time tracking, and scheduling were scattered across different areas, making it hard for employees to stay organized and efficient.

Our Perceived Value Vs. Effort:

The new Time Management Hub puts everything time-related in one place — from requesting absences and checking in/out to entering time and viewing schedules. No more jumping between screens!

It also introduces smart features like:

"My Expiring Accruals" and "Absence Balances" cards for quick visibility into time off status.

A configurable navigation menu, so organizations can tailor the experience to fit their workforce's needs.

This is a high-value, moderate-effort update that transforms how employees interact with time-related tasks — making the experience faster, smarter, and more user-friendly.

What you need to do:

Nothing new to configure. Just know that totals are now accurate in the report and in exports, so you can rely on them without extra checks.

01

Configure the Self-Service: Time Management Hub domain in the Time Off and Leave, Time Tracking, and Workday® Scheduling functional areas.

✳

Note: Workday® recommends you remove any Absence, Time or Scheduling worklets from the Home page if you give users access to the Time Management Hub.

02

Use the Maintain Hubs task to configure the hub based on your organization's needs, including.

03

Adding announcements for specific populations:

Adding suggested links.

Configuring quick actions and hub navigation items.

What Happens if I do Nothing?

If you do nothing, your users can't access the Time Management Hub.

301

Configuration Options for Edit and Approve Time

Current Challenges:

The challenge addressed by this Workday update is the lack of customization and clarity in the Edit and Approve Time report interface, which could lead to:

Visual clutter from always-expanded summary cards.

Confusion or inefficiency due to automatic time block autofill, especially when time clock events are unmatched or incomplete.

Limited control for administrators to tailor the experience to their organization's time tracking and correction workflows.

Managers and time approvers needed a more streamlined and focused interface to quickly identify and act on relevant time data.

Our Perceived Value Vs. Effort:

This update offers moderate to high value by improving the overall user experience and administrative control. Managers benefit from a cleaner interface that helps them focus on the most relevant sections without distractions. At the same time, administrators gain more control by being able to standardize how time corrections are handled across the organization. Manual editing of time blocks also helps reduce errors caused by incorrect autofill assumptions. Additionally, enhanced reporting features—like new columns in the All Time Approval Templates report—make it easier to monitor configuration settings.

What you need to do:

Admins will need to configure new checkboxes in the time approval templates, and users may need a brief introduction to the updated interface behavior. However, since the changes are focused on the user interface and don't involve backend updates, technical integration is minimal.

What happens if you do nothing?

The Edit and Approve Time report will remain unchanged for users.

302

Hide All Current Time During Time Approval

Current Challenges:

Privacy concerns: Approvers could see way more than they needed — every worker's time entries, even unrelated ones.

Information overload: Too much data = confused approvers.

Limited control: No way to hide irrelevant time blocks during approval.

Our Perceived Value Vs. Effort:

Value:

High — Approvers only see what actually matters for their task. No more oversharing, no more noise.

Effort:

Low to Moderate — Just turn on a new setting in the time entry template. Think of it like muting a WhatsApp group: one click, instant peace.

What you need to do:

Head to Create/Edit Time Entry Template.

In the Non-Effective-Dated tab → Business Process section, tick Hide All Current Time.

303

Enter Time by Period

Current Challenges:

Logging hours day by day can feel like keeping a diary of what you ate — overly detailed, time-consuming, and not always necessary. For employees, it's tedious, and for managers, it creates endless micro-approvals that don't add much value.

Our Perceived Value Vs. Effort:

High value, low effort. Instead of piecemeal entries, entering time by period is like filling out your entire grocery list at once instead of making 7 trips to the store. It saves effort, reduces mistakes, and makes reporting more consistent.

What you need to do:

To use the period calendar as the sole view, select Period Only from the Primary Calendar prompt on your time entry templates.

If you've been waiting for added features, you can now enable the period calendar by selecting from these options: Classic, Period, or Period Only.

If no action is taken, your current time entry calendar configuration remains unchanged. If you already use the period calendar, the new PDF icon and help text display automatically.

304

Calculated Time Offs Crossing Midnight

Current Challenges:

Tracking time off that crosses midnight used to be tricky. Workday® treated calculated time offs differently from calculated time blocks, which led to inconsistencies — especially for employees whose time off started late at night and extended into the next day. This could result in incorrect shift premiums, misaligned time calculations, and extra work for payroll and HR teams.

Our Perceived Value Vs. Effort:

Workday® has improved how it handles calculated time offs that cross midnight, aligning them with the behavior of calculated time blocks. This means time offs that span two calendar days are now accurately counted in daily totals and shift calculations. The update ensures:

Workers receive the correct night shift premiums.

Advanced shift settings are respected.

Clear visibility into whether time off is counted against the reported date or the shift date, based on your configuration.

This is a high-value, moderate-effort update that brings clarity and precision to time off tracking — helping teams stay compliant and efficient.

What you need to do:

A time off that crosses midnight only has a reported block. To create a calculated block:

Access the Edit Time Entry Template task:

On the Effective-Dated tab in the Time Entry section, select the Enable Calculated Time Off check box.

In the Run Calculations After Date field, enter the date after which you want to create calculated blocks for time off.

Access the Edit Time Off task and select a time off that has start and end times enabled. On the Details tab:

Select a time calculation tag from the Time Calculation Tag prompt.

In the Entry Options section, select the Enable Crossing Midnight check box when the Entry Option is:

Enter through Time Off Only, and you also select Display Start and End Time.

Enter through Time Tracking Only or Enter through Time Tracking or Time Off, and you also select Calculate Quantity Based on Start and End Time.

Configure any time calculations that should apply to the calculated time off, and ensure that it includes the time calculation tag that you added to the time off.

When workers enter a time off across midnight, a calculated time block is created.

If you do nothing, you won't notice any changes in how time offs are used in time calculations.

305

Updates to Calculated Time Offs

Current Challenges:

Time offs used to be pretty restrictive — locked start/end times, no edits after submission, and they'd break if they crossed midnight or ran into day breakers. Not fun.

Now, that's changing. This update lets you edit, update, or even delete time offs after submission, plus they can span across midnight without issues. On the time tracking side, restrictions are lifted too: you can request time off in back-to-back weeks, and the

Mass Submit process now shows both reported and calculated time offs in the same review. Basically, time offs are finally catching up and becoming way easier to handle.

Our Perceived Value Vs. Effort:

This is one of those updates where the payoff is all upside. You get:

- More flexibility (adjusting times, cleaning up absences, spanning midnight without breaking things).
- Cleaner alignment between how "time off" and "worked time" behave.
- A much more intuitive experience for both employees and managers.

And the best part? There's no setup or extra work needed. The change just happens, and suddenly absences are way easier to manage.

What you need to do:

Nothing at all. This update rolls out automatically — you'll just notice that time offs are simpler to review, edit, update, or delete.

306

Time Entry Code Display for Check In and Check Out

Current Challenges:

On mobile, workers sometimes saw confusing or overly technical time code labels when clocking in/out. This caused small hiccups—like when your Uber driver can't find the pin on the map and you end up waving in the middle of the street. Minor, but annoying.

Our Perceived Value Vs. Effort:

This is a small quality-of-life upgrade: nothing flashy, but it clears out unnecessary confusion. It makes the employee experience smoother, keeps errors down, and doesn't add any extra work for admins. Basically, it's like fixing a squeaky door—you didn't think it was a big deal, but once it's gone, everything feels better.

What you need to do:

No extra work on your side. Just make sure your time entry display names are simple and clear, since those are what now show up on mobile.

307

Display Scheduling Data on the Edit and Approve Time Report

Current Challenges:

Managers often have to bounce between time reports and scheduling tools just to see the full picture of an employee's hours. That back-and-forth slows down approvals and makes it easier to miss conflicts or errors.

Our Perceived Value Vs. Effort:

This update makes life a lot easier: you'll now see scheduling data directly on the Edit and Approve Time report. The value is high — approvals get faster, and accuracy improves since everything's in one place. The effort to enable it is minimal.

What you need to do:

Head into your time report configuration and enable the option to display scheduling data. Once it's on, managers won't need extra clicks or cross-checks; the schedules appear right alongside the reported hours.

Do you want to level-up your Workday game?

Schedule a call with us!

Click Here!

INTEGRUM

User Experience

Global Navigation Configuration Enhancements

Current Challenges:

Before this update, navigating Workday® felt like opening someone else's messy Spotify playlist — duplicates everywhere, things out of order, and no idea where your favorite track went. Admins couldn't easily see all the default items, moving categories around was a pain, and managing what users saw on web vs mobile wasn't smooth. Bottom line: it made navigation feel less intuitive for everyone.

Our Perceived Value Vs. Effort:

Now, admins finally have the DJ booth controls. You can see all default items, rearrange categories, rename them, and even toggle items on/off with a clean, simple interface. Plus, with the Unify Mobile Menu, the mobile experience finally syncs up with the web one.

Reward:

High. A cleaner, consistent navigation for users and more control for admins.

Effort:

Low. Most of the changes are a few clicks in the System Admin Hub.

Think of it as finally being able to curate your own playlist instead of being stuck with shuffle.

What you need to do:

- Go to the Global Navigation Configuration task in the System Admin Hub.
- Use Configure next to each category to manage items.
- Rearrange or rename categories with Configure Categories.
- Toggle items Active/Inactive as needed.
- Clean up any duplicates while you're there.
- If you're on mobile, don't forget to opt into Unify Mobile Menu so web and mobile stay in sync.

Custom Search Topics

Current Challenges:

Search in Workday® can sometimes feel like typing into Google but only getting results from page 7 of the internet. Users often had to know exactly what to type (and in the right format) to find what they needed. That made searching for tasks, reports, or info a guessing game — inefficient and frustrating.

Our Perceived Value Vs. Effort:

With Custom Search Topics, you can now teach Workday® what you call things. For example, if your org calls "Performance Reviews" Check-Ins, you can make that a search topic. This way, users type what's natural to them and still land exactly where they need to be.

Reward:

High. Faster, more intuitive search, fewer "where do I click?" moments.

Effort:

Low. Just set up the topics once, and they stick.

It's basically like giving Workday® a mini "urban dictionary" for your company lingo.

What you need to do:

For new integration systems:

- The new security options and suppression of audit files are automatically enabled.
- No extra setup is required.

For existing integration systems:

- Be aware that the new features are not enabled by default.
- Review if you want to activate document security and audit suppression for better control.

In all cases:

- Confirm who in your organization should have access to the new document security domains.
- Make sure these access rights align with your company's data security policies.

310

Enhanced User Experience for Forms

Current Challenges:

Forms are everywhere in Workday® — from Payroll to Talent to Workforce Management. But until now, many of them looked like those old-school paper forms scanned into a computer: cluttered, overwhelming, and not exactly user-friendly. That meant longer task times and a less-than-great experience for both admins and employees.

Our Perceived Value Vs. Effort:

With this update, forms finally get their makeover. Think of it as switching from a clunky flip phone to a sleek smartphone: same functionality, but way smoother to use.

Reward:

High. Cleaner layouts, easier-to-read info, and faster task completion.

Effort:

None. Enhancements roll out automatically.

And if for some reason you prefer the old-school look (why though?), you can opt out.

What you need to do:

Nothing! Enjoy the uplifted forms automatically.

If you'd rather stick to the old design, go to Maintain Feature Opt-Ins and disable Forms UX Uplift.

Otherwise, just start using forms as usual — only now they'll look and feel way better.

311

Profile Photo Display

Current Challenges:

Profile photos sometimes appeared blurry or in low resolution, which didn't reflect well on users or the overall professionalism of the platform. It could make profiles look inconsistent and negatively impact first impressions.

Our Perceived Value Vs. Effort:

This fix is all about the details that make a big difference. By enhancing the way profile photos render, Workday® ensures a sharper, more consistent visual experience across the interface. Think of it like switching from an old TV to HD—you may not notice it until you see the difference, but once you do, you can't go back.

High value for user experience, with absolutely zero effort required on your end.

What you need to do:

Nothing at all. The fix is automatic. You can validate it by reviewing worker profiles and confirming that profile pictures now display in higher definition.

312

Save In Context

Current Challenges:

No quick way to save tasks while working.

Users had to re-search for the same tasks again and again.

Extra clicks = lost time + clunky workflows.

It wasn't a deal breaker, but it added friction to everyday productivity.

Our Perceived Value Vs. Effort:

Workday® now adds a Save icon right where you need it. With one click, you can save a task page and have it ready in the Global Navigation Menu.

High reward and zero effort!

Navigation becomes faster and smoother; your "most-used" tasks are always within reach.
The feature is automatically enabled, no tech setup needed.

It's basically the Workday® equivalent of bookmarking a tab in your browser — simple, effective, and a total time-saver.

What you need to do:

Use the new Save icon on supported task pages to save items you want quick access to.

Click the same icon again if you want to unsave an item.

Remember: this feature saves the task page itself, not the data or progress within the task.

If desired, you can opt-out of the feature through the Maintain Feature Opt-Ins task.

Tokenization in Rich Text Editor

Current Challenges:

Writing in the Rich Text Editor used to mean static text only. If you wanted to include a candidate's name, job title, or other dynamic info, you had to copy and paste it in manually. That slowed down communication and left more room for errors.

Our Perceived Value Vs. Effort:

The enhanced Rich Text Editor now supports tokenization by default. Instead of typing details by hand, you drop in smart placeholders that automatically fill with the right data.

Reward:

High — personalized messages, faster editing, fewer mistakes.

Effort:

Low — it's automatic starting with 2025R2.

It's basically mail merge, but inside Workday® — professional, accurate, and seamless.

What you need to do:

No Action Needed — But Here's What to Know

The enhanced Rich Text Editor (RTE) is now your default starting with 2025R2. You don't have to do anything to get it.

What we suggest:

Test the new editor to make sure it plays nice with your setup—especially if you use custom tools or tokenized text.

Not feeling it?

You can opt out of the enhanced RTE and tokenized text features if you want.

How to opt out:

- Go to the Maintain Feature Opt-Ins task.
- Find "Enhanced Rich Text Editor" or "Tokenized Rich Text".
- Click "Opt Out of Feature".

Heads up: Opting out of the enhanced editor turns off tokenization automatically too.

314

Hubs: Quick Actions

Current Challenges:

Hubs were great for bringing tools together, but action buttons were pretty limited. Users couldn't tailor them, which meant extra clicks and wasted time navigating just to get to their go-to reports, tasks, or apps. It's like having a remote control with only three buttons — useful, but not enough for real flexibility.

Our Perceived Value Vs. Effort:

Quick Actions change the game. Now, you can add your own custom buttons right into Hub pages:

- Run reports on the spot.
- Launch tasks in a click.
- Open apps or jump to external sites without detours.

It takes some setup work, but once it's done, you've basically built yourself a personalized command center. More speed, fewer clicks, and a Hub that actually fits the way people work.

What you need to do:

- Go to the Maintain Hubs report.
- Configure Quick Action sections in your Hubs.

If you don't, nothing changes — the new Quick Actions stay hidden, and users keep clicking through the old paths.

315

Username Hyperlink

Current Challenges:

Clicking a username hyperlink used to trigger a pop-up window instead of taking users straight to the profile page. The behavior wasn't always consistent either — if another pop-up had just been closed, the next click could act differently. For users, that meant extra clicks and a less intuitive experience.

Our Perceived Value Vs. Effort:

This update keeps it simple: username hyperlinks now route directly to the profile page.

Value:

High for usability — clearer, faster, and consistent navigation.

Effort:

None — the change is automatic.

It's the kind of tweak that feels small on paper but smooths out one of those everyday annoyances.

What you need to do:

Nothing. The update is live, and all username hyperlinks now open profile pages directly.

316

Screen Reader for Profile Groups

Current Challenges:

For users relying on screen readers, Profile Groups in Workday® weren't always easy to navigate. Information could get lost in translation, and accessibility gaps made it harder for everyone to fully engage with the system. That meant some users weren't getting the same smooth experience as others.

Our Perceived Value Vs. Effort:

This release makes Profile Groups screen reader–friendly, ensuring all users can access and understand the content with clarity. It's a step toward making Workday® more inclusive and removing barriers that used to slow people down.

The effort here is practically zero, but the impact is huge — it's about creating equal access without extra work from admins. Think of it as adding ramps to a building: not everyone needs them, but the people who do now have full access without obstacles.

What you need to do:

Nothing to enable — accessibility support for Profile Groups is automatically live.

Just make sure employees who rely on screen readers know the experience is improved and supported.

317

Embedded Worklets

Current Challenges:

Embedded worklets with a default icon or custom label weren't opening automatically when users accessed a Business Process review template. Instead of things flowing smoothly, users had to do extra clicks. Annoying, right? Like pressing "Play" on on your favorite show and the episode doesn't start.

Our Perceived Value Vs. Effort:

This fix brings things back to how they should've worked all along—worklets open automatically, saving time and keeping the user experience consistent. No more clunky detours. Best part? You don't have to lift a finger; the update just works.

What you need to do:

Nothing at all. From now on, embedded worklets will open correctly whenever you access a business process review template.

318

Create Custom ConnectR

Current Challenges:

We know for end users or some HR people some of the processes or tasks we configure may be confusing. Even with help text and guided prompts those can be mixed up, so once again Workday® working to easy your everyday work.

Our Perceived Value Vs. Effort:

With the new ConnectRs you may simplify steps and instructions and data collection into custom task wizards and provide the info your organization needs directly into workflow on dashboards or cards for easier access. We recommend this new feature for those complicated processes that you see your users need constantly instructions.

What you need to do:

Define the process you want to simplify into a wizard, including the steps, conditional visibility, and user instructions.

Use the Create ConnectR task to create and configure the sections and logic for your custom ConnectRs.

After creating a ConnectR, use the Maintain ConnectRs task to view and manage it.

Configure the security for your new wizard by assigning it to the appropriate security domain.

Add the ConnectR as a task to user dashboards or other locations for easy access.

(Optional) Use the new report data source to create custom reports to monitor the data collected through your wizards.

319

Global Navigation Sidebar

Current Challenges:

Inefficient navigation: The standard navigation required extra clicks to reach commonly used apps, tasks, or reports.

Limited personalization: Users couldn't easily pin or reorder apps and shortcuts for quick access.

Inconsistent access: Key menu items weren't always visible, requiring users to return to the homepage or search repeatedly.

Our Perceived Value Vs. Effort:

Value:

High — Provides a persistent, centralized navigation panel for faster access to apps, tasks, and reports.

Effort:

Moderate — Requires setup to enable the new global navigation sidebar and configure categories, pinned apps, and saved items.

What you need to do:

Ensure the administrator has security access to Set Up: Tenant Setup – General.

Opt into Global Navigation Menu Categories via Maintain Feature Opt-Ins.

Go to Edit Tenant Setup – System and select Enable Global Navigation Sidebar.

Use Global Navigation Configuration to customize sidebar links for users.

Note: Enabling this feature replaces the Recruiter Hub sidebar.

Admins must re-add these items in Configure Global Navigation to match the old experience:

Recruiting Hub.

Job Requisitions.

Candidates.

Recruiting Dashboard.

Users will need to reconfigure their shortcuts.

If You Do Nothing

Your tenant will continue using the standard Workday® navigation menu.

320

Updates to Profile and Primary Button Styling

Current Challenges:

The old profile and button designs felt a bit like last season's wardrobe: functional but not exactly turning heads. Users were clicking through buttons that blended in instead of standing out where it mattered most.

Our Perceived Value Vs. Effort:

Workday® gave the profile and buttons a glow-up — think of it as swapping out sneakers for a fresh pair of designer kicks. The effort is minimal for you, but the style upgrade makes navigation sharper, cleaner, and more intuitive. High reward for a low lift.

What you need to do:

Next steps include configuring the new branding options within Workday®, testing the updates across relevant pages to ensure consistency, and communicating the refreshed design to users. This will help drive adoption and reinforce the benefits of a more modern and consistent user experience.

321

Embedded Analytics Improvements

Current Challenges:

Right now, looking at analytics in Workday® can feel like scanning a menu written in fine print with no pictures. The information is there, but it's not always easy to digest, and you might miss the "specials of the day" hidden in the details.

Our Perceived Value Vs. Effort:

These improvements are like upgrading to a Michelin-starred menu — beautifully designed, clear, and making the data feel appetizing. A little setup effort is required (like arranging your kitchen), but the payoff is a smoother dining experience for everyone consuming the reports.

What you need to do:

- Enable the enhanced analytics features in your tenant.
- Review dashboards and adjust layouts to take advantage of the cleaner visuals.
- Use new visualization options (charts, tables, KPIs) to highlight what matters most.
- Train your team on filtering and drilling into data without leaving the main screen.
- Refresh embedded reports in business processes so insights are right where decisions happen.

If You Do Nothing

You'll still get fed, but it's like sticking with a cafeteria tray instead of curated dishes — functional, but nowhere near as tasty or intuitive.

322

Hub Configurable Navigation: Add Standard Reports and Delivered Dashboards

Current Challenges:

Navigation within Workday® Hubs used to be static, meaning teams couldn't easily pin the reports or dashboards they relied on most. This often added extra clicks and slowed down access to critical insights — like having the right tools in your toolbox, but buried under other items.

Our Perceived Value Vs. Effort:

This update makes hub navigation configurable. You can now add standard reports and Workday®-delivered dashboards directly to a hub's navigation bar. Items can also be grouped into new or existing navigation groups, creating a more intuitive structure that feels tailored to your team's needs.

The value is high:

Faster access to insights, smoother workflows, and better Hub adoption.

Effort:

Required is low, with a simple configuration process.

What you need to do:

(Optional) Run the Bulk Enable Tabs for Workday®-Delivered Dashboards task to make more dashboards available.

Access the Maintain Hubs report.

From the related actions menu, use the Customize Hub Navigation task to add navigation items and organize them into navigation groups.

If no action is taken:

Your existing hubs remain unchanged, and the customization feature will not be available in your tenant.

323

Mass Assign Learning Content Profile Image Alignment

Current Challenges:

In the Mass Assign Learning Content task, profile images (or placeholder icons for users without images) were inconsistently aligned, creating a less professional and less user-friendly interface.

Our Perceived Value Vs. Effort:

This update standardizes the layout by left-aligning all profile images, ensuring a cleaner, more consistent experience.

The change requires no effort from administrators while improving usability and visual clarity.

What you need to do:

No action is required—this update is applied automatically.

324

Hidden Row on Project Budget Table

Current Challenges:

Project budget tables can get cluttered fast, making it tough to keep track of the most important numbers. The constant scroll or hunt for data is not only time-consuming but also increases the chance of missing key details when reviewing financials.

Our Perceived Value Vs. Effort:

Medium effort, high value. It's like folding away clothes in a drawer instead of leaving them all over the bed — the information is still there, but now it's organized, easier to read, and ready when you need it.

What you need to do:

Use the new hidden row functionality to temporarily tuck away less critical data in your project budget table. This helps you spotlight what matters most without losing access to the full picture. When needed, expand the hidden rows to bring everything back into view.

325

Edit Sidebar Content

Current Challenges:

One anoying situation users found themselves when running the "Edit Sidebar Content" task was the fact that video couldn't be added.

With this update, allows videos to be uploaded when editing the sidebar.

Our Perceived Value Vs. Effort:

This is not a life changing update, but certainly a welcome one.

We all know that branding is important, and sometimes, companies have their perfect video that represents who they are, but when creating the external site, there was no way to add it.

Now, with this edit, is possible to add videos. For absolutely no effort, this is the quality-of-life changes in Workday® we love to see.

What you need to do:

Nothing at all, this update is automatic and the option to upload videos on the side bar will be available with the 2025R2 update.

326

Business Process Notification Rows

Current Challenges:

Notifications in Workday® business processes were a bit of a mess before — too much info crammed together, making it hard to quickly scan what was important. Users often had to dig through walls of text just to figure out the next step.

Our Perceived Value Vs. Effort:

This update cleans things up by splitting notifications into neat rows. Think of it as switching from a cluttered inbox to a well-organized to-do list.

The value is real: managers and employees can now process information faster, avoid missed details, and act more confidently. The effort? Practically none — the new format rolls out automatically, no setup required. High clarity, low lift.

What you need to do:

No action needed, just insert as much data as you want!

327

Disable Blue Primary Buttons

Current Challenges:

We've all been there—accidentally hitting the wrong "Submit" button too early, like sending an email before finishing the attachment. Blue primary buttons in Workday® are always active, which means users can click ahead even when required fields aren't ready, leading to incomplete data or workflow errors.

Our Perceived Value Vs. Effort:

The value:

Is high, since the new branding options will improve accessibility, allow more customization, and remove limitations of the old system.

The effort:

Is low-to-medium, as the change will be delivered automatically but teams will need to review and possibly reconfigure branding settings to align with the new options.

What you need to do:

- Monitor when Workday® fully retires the old "Disable Blue Primary Buttons" option.
- Review the new branding options once released and decide on the best configuration for accessibility and company style.
- Test button visibility and usability to ensure a smooth user experience.
- Communicate the changes to end users if the look and feel of buttons will change.

328

Workday® Hubs User Experience

Current Challenges:

Let's be honest: finding the right task in Workday® sometimes felt like scrolling Netflix without a plan — too many menus, too many clicks, and you end up frustrated before you even start. Managers bounced between pages, admins dug into endless tabs, and students had to ask “where the heck do I even go?” The result? Time wasted and way too much confusion.for easier setup and execution.

Our Perceived Value Vs. Effort:

Here’s the glow-up: hubs are now becoming the true command centers. Think of them like your phone’s home screen but smarter — all your essentials grouped in one place. New hubs (Time Management, Customer Accounts, Revenue, Security Admin, Analytics & Reporting, HCM Admin, Student Config) are fresh off the shelf, while old favorites like Manager Insights and System Admin got a serious redesign.

Reward::

Huge. Faster navigation, less confusion, more productivity.

Effort:

Minimal. Most changes show up automatically; at most, you’ll just need to explore or do some light setup.

The math is clear: big benefit, tiny lift.

What you need to do:

To make the most of these updates, here’s what we need to do:

- Review the new hubs (Time Management, Customer Accounts, Revenue, Security Admin, Analytics & Reporting, HCM Admin, Student Config) and understand what each provides.
- Check the updated Manager Insights Hub to learn the new sections and renamed items.
- Explore the System Admin Hub’s new Business Processes section.
- Share the updates with users so they know where to find tasks and reports in the new hubs.
- Access the related release notes if detailed setup steps are needed for specific hubs.

INTEGRUM

Web Reporting

329

Custom Calculation Percent Difference

Current Challenges:

Comparing values in Workday® custom calculations used to feel like eyeballing two movie scenes side by side — sure, you kind of saw the differences, but it wasn't precise. Without a native "percent difference" tool, you had to piece together workarounds that slowed things down.

Our Perceived Value Vs. Effort:

Now you can calculate percent differences directly in custom calcs. Think of it as having a calculator built into the script — no more switching tabs or creating extra steps just to see the delta. Quick, reliable, and super useful when you're analyzing payroll, comp, or reporting data. It's the kind of small upgrade that feels like when your favorite app finally adds "dark mode" — not flashy, but once you have it, you can't imagine going back.

What you need to do:

Start using the new percent difference option in your custom calcs. Set your two values, let Workday® do the math, and save yourself the time (and mental gymnastics) of manual calculations.

INTEGRUM

Workday® Accounts, Data Access (Configurable) Security

Security Admin Hub

Current Challenges:

Comparing values in Workday® custom calculations used to feel like eyeballing two movie scenes side by side — sure, you kind of saw the differences, but it wasn't precise. Without a native "percent difference" tool, you had to piece together workarounds that slowed things down.

Our Perceived Value Vs. Effort:

Enter the new Security Admin Hub—your one-stop shop for all things security in Workday®. Think of it as a command center where everything is finally in one place:

- Overview dashboard: Track sign-ins (successes and failures) and see how many accounts are locked.
- Accounts: Manage user, implementer, and ISU accounts.
- Authentication: Set security policies, MFA, IP rules, and more.
- Configurable Security: Handle roles, groups, domains, and user activity.
- New reports: Visibility into locked/active accounts, recent sign-ins, and ISU/ Implementer activity.

It saves time, improves visibility, and makes spotting and fixing issues way faster. Effort? Minimal. And really, when it comes to security, it's better to invest a little setup time than cut corners.

What you need to do:

How to Turn On the Security Admin Hub:

- Enable the functional area: Turn on the Security Admin Hub functional area.
- Set permissions: Enable the Security Admin Hub domain and assign the right security group access to see all tasks and reports.
- Customize (for everyone): Use the Maintain Hubs task to adjust the layout—but note, changes apply to all users, not just individuals.

INTEGRUM

Workday® AI

331

Workday® Writing Prompts for Rich Text Editor

Current Challenges:

Sometimes writing inside Workday® feels like opening a blank Notepad with the cursor blinking at you—no guidance, no tone suggestions, just empty space waiting to be filled. For managers, HR partners, or anyone drafting feedback, that "blank page syndrome" can slow things down, make wording clunky, or worse—result in inconsistent messages across the organization.

Our Perceived Value Vs. Effort:

Now, Workday® is spicing things up with AI-powered writing prompts baked right into the Rich Text Editor. Think of it like having Grammarly, Clippy (RIP), and a comms coach all rolled into one—guiding you to write clear, empathetic, and professional content directly in the platform. The effort to adopt? Low—it's an enable-and-train move. The payoff? High—consistent communication, faster drafting, and reduced HR back-and-forth over tone.

What you need to do:

Enable the prompts in the Rich Text Editor.

Train key users (managers, HR, recruiters) on how to leverage them—especially for sensitive messages like performance feedback, offer letters, or policy updates.

Consider running a pilot group first to gather feedback on prompt usefulness before rolling it out company-wide.

Scenario in ActionPicture this:

A manager is about to send performance feedback but types, "Needs to work harder." With prompts active, Workday® suggests something like, "Consider phrasing this as an opportunity for development: 'You've made strong progress, and I'd like to see you focus more on X to reach the next level.'" Suddenly, the message is constructive instead of discouraging—same intent, better impact.

Search Insights

Current Challenges:

A very useful and well-regarded feature, Search Insights, will be retired with this release.

While the tool has been highly valued by the community, Workday® has decided to retire it in order to reassess its approach and functionality—without disrupting users. This step is part of a broader effort to re-evaluate how analytics are configured in Workday®.

Looking ahead, Workday®'s goal is to reinvent the way data is presented to better support customer needs.

Our Perceived Value Vs. Effort:

Though it's sad to see the Search Insight tool go, this isn't a final goodbye—it's more of a "see you later."

Workday® has explained that the tool is being retired to make improvements and enhance its usefulness for users. Hopefully, in the future, we'll see it return better than ever.

For now, with no effort required on your part, this update simply removes the tool, so it will no longer be available.

What you need to do:

Nothing, this is an automatic update and there is no user action required.

Sadly, this also means that with this update, the "Search Insight" tool won't be able to be used.

INTEGRUM

Workday®
Extended

Input Prompt Values for Graph API Mutations

Current Challenges:

Developers using the Workday® Graph API have faced a bit of friction when trying to run mutations. The issue? Input values weren't always clear or standardized, forcing teams to do a lot of trial and error—like trying to guess the Wi-Fi password without having it written anywhere. This slowed down integration efforts and increased the risk of incorrect or incomplete data mutations.

Our Perceived Value Vs. Effort:

Low effort, high value. By introducing prompt values for mutations, Workday® now gives developers a clear map of what inputs are expected. Instead of poking around in the dark, you now get a guided flow—more like filling out a form with field suggestions than writing blind queries.

What you need to do:

Review whether input prompt values are available for the mutations you plan to use.

In the Graph API Documentation Explorer, check Mutation_Prompts and drill into relevant input fields.

Use the returned Workday® ID values in your mutation input data.

Thanks for Reading!

Our team is always ready to support you—whether it's understanding the latest Workday® release or finding the smartest way to put it to work in your organization.

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