INTEGRUM

Workday® Updates 2026R1

Integrum's Summary

March 2026
integrumresources.com

Introduction

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, 2026 Release 1, 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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Native Authentication Login and Password Updates

Current Challenges:

For a long time, the login experience relied on things like security questions. And let's be honest, those were never great. Half the time people couldn't remember what they wrote for "What's your favorite movie?" five years ago, and the other half they answered something like "pizza" just to get through the setup. The result was a login experience that felt a bit outdated, with multiple recovery options, weaker password controls, and a steady stream of support tickets from people locked out of their accounts.

Our Perceived Value VS. Effort:

Value: High

This update modernizes the authentication process and brings it closer to what users expect from secure platforms today.

Instead of relying on security questions or magic links, the system now uses one-time passcodes (OTP) for password recovery. The login page has also been refreshed, and trusted devices are reset
to strengthen security overall.

In short, it's a cleaner and safer login experience. Stronger authentication controls reduce risk, while a more consistent process makes things easier for users to understand.

Effort: Low to Moderate

The update is automatically deployed, but there are a few things organizations should review. Admins may want to revisit authentication policies, communicate the changes to users, and prepare for a short adjustment period while people get used to the new process.

What you need to do:

Update firewall rules (if applicable) If your organization restricts services through firewall rules, make sure the new "-identity" domain URL is allowed. If workday.com and myworkday.com are already whitelisted, you're likely covered

Check user contact details Confirm that users have a valid email address or mobile phone number in their profile. These will be used to send OTP codes for password recovery.

Review your login page branding.
If your organization uses a custom background image on the sign-in page, update it to a centered format so it displays correctly with the refreshed login layout.

Purge Worker Documents, Attachments, and Comments for Active and Terminated Workers

Current Challenges:

Most organizations accumulate mountains of worker documents, attachments, and comments over time. Think contracts, notes, uploaded files, all the little breadcrumbs that build up in an HR system.

The problem? Regulations like GDPR don't love digital hoarding.

Some of that data eventually needs to be permanently removed to comply with retention policies. Until now, systematically purging worker-related data in Workday hasn't exactly been… elegant.

This update introduces Purgeable Data Types (PDTs), giving administrators a more structured way to permanently remove worker documents, attachments, and comments when those records reach the end of their retention life.

Basically: a controlled digital shredder for HR data.

Our Perceived Value VS. Effort:

Value: High

For organizations dealing with data governance, privacy regulations, and retention policies, this is a big step forward. Instead of letting old data sit around like boxes in a forgotten storage room, admins now get real control over what stays and what gets removed.

It's the difference between "we should probably clean this up someday" and having an actual system that does it properly.

Effort: Moderate

Admins will need to configure purge plans and align them with internal governance and compliance policies before running permanent deletions.

Think of it like setting up the rules of the shredder before you start feeding documents into it.

What you need to do:

Configure a Purge Plan that defines which worker data should be permanently removed.

Typical steps include:

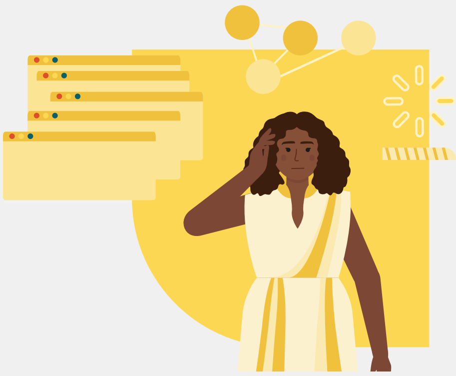
Identifying the types of data that should be purged.

Configuring the purge plan using the new Purgeable Data Types (PDTs).

Running the purge process.

If you do nothing, your current retention practices stay exactly the same. The new functionality simply gives you a much cleaner way to manage data lifecycle when you need it

The New Workday Experience for 2026R1



Current Challenges:

The previous Workday® interface often required too many clicks and too much context switching to get simple things done.

Users frequently had to jump between pages, menus, and tasks just to complete a workflow across HR, Finance, or other areas.

Compared to modern consumer apps, the experience could feel less intuitive and slower to navigate, especially for users who rely heavily on search and quick access to tasks.

Our Perceived Value VS. Effort:

Value: Medium

This update introduces a modernized Workday experience with a cleaner interface, improved navigation, and a more search-first design.

Think of it as moving from an older app layout to something that feels closer to the way modern tools work today.

The update helps users work faster and with fewer clicks by:

Introducing a new navigation sidebar.

Improving how users move between tasks.

Making search a more central part of the experience.

Overall, it makes the platform feel simpler and easier to move around in, especially for everyday tasks.

Effort: Low

The feature is automatically enabled in Preview and Production tenants.

Organizations may want to review tenant branding or communicate the interface changes so users know what to expect.

What you need to do:

No action is required unless you prefer to opt out.

To opt out:

Identifying the types of data that should be purged Access the Maintain Feature Opt-Ins report..

Locate The New Workday Experience feature.

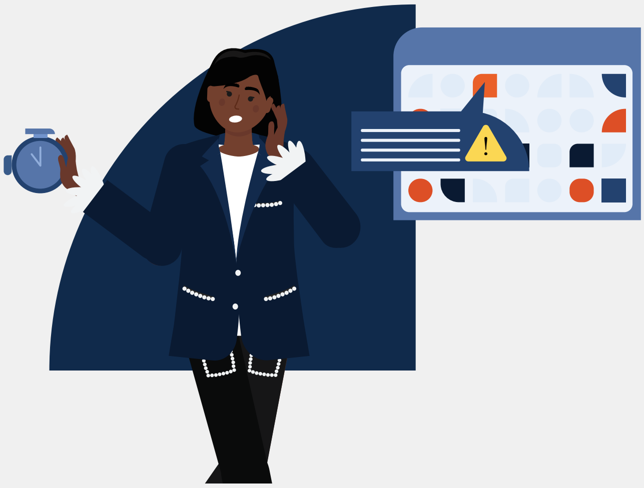
Select it to opt out.

Optional:

Review tenant branding to apply your organization's colors to the new interface elements.

If needed, disable the Global Navigation Sidebar in Edit Tenant Setup – System.

Dependent Effective Dating



Current Challenges:

Dependent information in Workday didn't always behave like other effective-dated data.

Some dependent fields didn't fully support effective-dated logic, which made it harder to track changes over time. When corrections were needed, administrators sometimes had to cancel and recreate dependent events just to fix the information.

It also made historical reporting messy, because changes weren't always tied to clear effective dates.

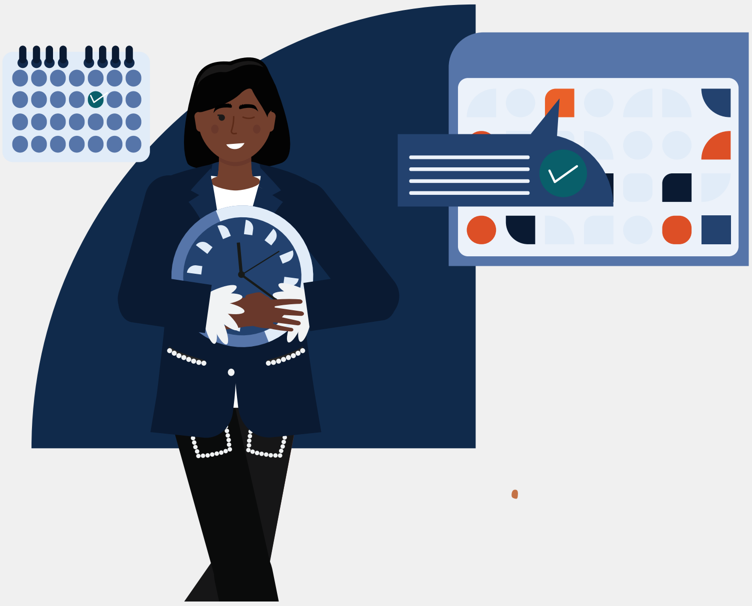
Our Perceived Value VS. Effort:

Value: Medium

This update brings effective-dated functionality to dependent data, allowing organizations to track changes over time without restarting the entire dependent event.

Admins and users can now correct effective dates directly, and reports gain effective-dated fields on the Dependent business object.

The result: cleaner history, better reporting, and far fewer do-overs when fixing dependent information.



Effort: Low

The feature is automatically available and requires no configuration changes. However, organizations may want to update training materials so users understand how to enter effective dates when managing dependent data.

What you need to do:

This feature is automatically available.

Optionally, you can add help text to your Dependent Event process to guide workers on how to choose an effective date. For example, your help text can instruct workers to use their dependent's date of birth as the effective date.

Access the default business process definition for Dependent Event.

In the related actions menu of the initiation step, select Business Process->Maintain Step Help-Text.

Add your desired help text in the Help Text column.

Web Services for Accrual, Time Off, and Leave

Current Challenges:

In the past, several legacy web services were used to manage absence balances, accruals, time off plans, and related configurations through integrations. These included services like AddUpdate and GetAll.

The problem is that these services were built on an older integration framework. As the platform evolves, they don't fit as well with the newer, more standardized architecture.

So Workday is retiring them and moving toward modern service patterns that align better with the current integration framework.

Another key change: the new services are designed to work with the Object Transporter tool. That means configuration objects like accruals or time off setups can be moved between tenants more easily, without manually exporting and re-uploading EIBs each time.

Our Perceived Value VS. Effort:

Value: Moderate to High

For organizations that rely on integrations, this change improves long-term compatibility and maintainability.

The new services follow a more standardized approach and support Object Transporter, which makes it easier to migrate configurations between environments.

In practice, this helps integration teams manage absence and time off configurations in a way that is more scalable and aligned with the platform's future direction.

Effort: Moderate to High

If your integrations currently use the retiring services, they will need to be updated to use the new Put and Get web service endpoints.

This may involve updating integration logic and performing testing to make sure everything continues to work correctly.

What you need to do:

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

Review any existing integrations that currently use the retiring AddUpdate or GetAll web services.

Update integrations to use the new Put and Get web services provided by Workday.

Perform testing to ensure integrations continue to function correctly.

Update any relevant documentation or training materials related to the previous web services.

If you do nothing, existing integrations using the retired services may eventually stop functioning once the legacy services are fully deprecated.

Absence

01

Balance at End of Period for Terminated Worker

Current Challenges:

Sometimes reporting quirks only show up in very specific situations. This was one of them.

In certain cases, the Time Off Results by Period report could show an incorrect value in the "Balance at End of Period" column for a terminated worker.

This usually happened when two things lined up:

Review tenant branding to apply your organization's colors to the new interface elements.

If needed, disable the Global Navigation Sidebar in Edit Tenant Setup – System.

Because of how the reporting logic worked, the final balance displayed in the report didn't always reflect the actual final balance at termination.

Not exactly ideal when you're using the report for auditing or reconciliation.

Our Perceived Value VS. Effort:

Moderate value, low effort.

This update corrects the reporting logic so the Balance at End of Period column now shows the accurate final time off balance for terminated workers.

For teams relying on the report for audits, compliance checks, or termination reconciliations, this means more reliable numbers and fewer reporting surprises.

The fix is automatically applied by the system.

What you need to do:

Test:

Run the Time Off Results by Period report and verify that the Balance at End of Period column returns the correct amount for terminated workers in the affected population.

02

Time Off Balance Storage and Change Detection

Current Challenges:

Keeping time-off balances accurate can get messy when retroactive changes happen. Think job changes, absence corrections, or updates to absence plans. Every time something changes in the past, balances may need to be recalculated, which can slow down the system and sometimes require manual intervention.

This feature was designed to improve performance by storing balances and automatically detecting when a retroactive change should trigger a recalculation.

However, the feature was removed from the 2026R1 release for further refinement, so it's not currently active.

Our Perceived Value VS. Effort:

Value (When Active): High.

When active, the feature would improve performance and balance accuracy by reducing manual recalculations and automatically detecting retroactive changes.

Effort: Low to Moderate.

Low–Moderate. The feature was designed to be automatically available, with optional configuration adjustments.

Currently, since the feature has been removed from the release, there is no active impact.

What you need to do:

Right now, nothing.

The feature has been removed from the 2026R1 release and rolled back from Preview tenants. If it comes back in a future release, it would be worth reviewing:

- Default storage and recalculation settings.
- Performance impact when increasing recalculation windows.
- Whether automatic retroactive change detection aligns with your policies.
- The audit report for monitoring absence event detection.

Until then, Workday will continue using the existing time-off balance calculation process.

03

Multiple Time Off Entries for the Same Date as One Request on Mobile

Current Challenges:

Requesting time off on mobile used to be a bit rigid. If an employee needed to submit different types of time off on the same day, say a couple of hours of sick time in the morning and vacation in the afternoon, it wasn't easy to do that in one smooth request.

Instead, people often had to submit separate entries or jump to desktop to fix things. Not a huge disaster, but one of those small UX annoyances that slowly adds friction and leads to corrections or resubmissions.

Our Perceived Value VS. Effort:

Value: Moderate

This update improves the mobile experience by allowing multiple time off entries for the same date within a single request. It makes day-by-day edits easier and keeps the mobile experience closer to what users can already do on desktop.

Think of it as a quality-of-life upgrade. Nothing revolutionary, but definitely smoother for employees who manage time off from their phones

Effort: Low

No configuration is required in most cases.

What you need to do:

In most organizations, nothing.

The feature will be automatically available to users on mobile.

The only thing admins may want to check is whether there are validation rules that restrict multiple time off entries on the same date. If those exist, it's worth confirming they still align with your company's policy.

04

Support for U.S. Federal Reporting Requirements on Leave and Earnings Statements

Current Challenges:

U.S. federal organizations have strict reporting requirements when it comes to Leave and Earnings Statements (LES). They need to report specific information about leave balances, including things like leave that may expire or unpaid leave hours.

The challenge is that this data hasn't always been easy to access through standard report fields. As a result, teams often had to build additional calculations or custom configurations just to generate compliant reports.

Our Perceived Value VS. Effort:

Value: Medium

This update introduces new report fields and calculations that make it easier to meet federal LES reporting requirements.

The new fields help organizations track items like expiring leave balances or unpaid leave hours directly in reports, reducing the need for custom workarounds.

Effort: Low

The fields are automatically available, but organizations may want to include them in their reports or integrations if they support federal reporting requirements.

What you need to do:

No setup is required. The fields are automatically available. However, if you want to use them in reporting:

- Review your custom reports related to Leave and Earnings Statements (LES).
- Add the new report fields if needed:
  - Approved Leave Hours with Non-Pay Status YTD as of Prior Period End Date.
  - Carryover Balance at Risk Of Forfeiture as of Next Carryover Expiration Date.
  - Next Carryover Expiration Date.

If you use the U.S. Federal PECI integration, confirm with your payroll partner or implementation team whether these fields should be mapped to support LES reporting.

05

Reporting on Time Off Plan Balance Visibility

Current Challenges:

Admins haven't always had an easy way to see which time off plans were configured to hide balances when used in absence tables.

That made configuration reviews a bit tedious. If someone needed to confirm which plans had that setting enabled, it often meant digging through plan setups one by one. Not ideal when you're doing audits or trying to validate absence configurations across multiple plans.

Our Perceived Value VS. Effort:

Moderate value, low effort.

This update adds new reporting capabilities so admins can quickly identify which time off plans have the balance visibility setting enabled.

It improves transparency and makes it easier to validate absence configurations without having to manually review every plan.

The feature is automatically available and doesn't require any setup.

What you need to do:

Nothing is required to enable the feature.

However, if you want to take advantage of the new reporting visibility, you can:

Review the Display Only Absence Table Balances column in the All Time Offs report.

Add the Hide time off from plan balance when plan in absence table field to custom reports if you want to track the configuration.

If you don't use these fields, they'll simply remain available without impacting your existing setup.

06

Support for U.S. Federal Reporting Requirements on Time Off and Leave Types, and Record of Leave Data

Current Challenges:

U.S. Federal organizations have very detailed requirements when tracking leave. They need to report things like paid vs. unpaid leave, case-based leave tracking, and special rules tied to step progression or disabled veteran leave.

Until now, many of these requirements depended on custom reports or calculations, which meant extra configuration work and more room for inconsistencies.

Our Perceived Value VS. Effort:

Value: High (especially for U.S. Federal customers)

This update introduces new report fields and calculated values (IVCs) that standardize how organizations track paid and unpaid leave, leave by case number, and unpaid hours that affect step progression.

In other words, less custom work and cleaner compliance reporting.

Effort: Low

The fields are automatically available. Organizations may only need to update reports or accrual logic if they want to use the new calculations.

What you need to do:

No setup is required to access the new fields.

To get the most value from them:

Ensure leave types are mapped correctly to pay status codes.

Update accrual rules or custom reports if you want to use the new IVCs and reporting fields.

Once configured, these fields can simplify federal compliance reporting without relying on custom calculations.

07

Absence Balance Visibility and Request Absence Calendar Visibility Options

Current Challenges:

Previously, organizations had very limited control over who could see absence balance information and the Request Absence calendar interface.

In most cases, everyone saw the same absence balance views and the same micro calendar when requesting time off. That meant HR couldn't easily tailor what different groups of employees should or shouldn't see.

For example, maybe hourly employees shouldn't see detailed balance information, or certain teams shouldn't have access to the micro calendar view. But without configuration options, everyone got the same experience, whether it made sense or not.

Our Perceived Value VS. Effort:

Value: Moderate

This update gives administrators much more flexibility to control what absence information users can see.

Admins can now hide absence balances or the Request Absence micro calendar for specific security groups or workers using condition rules. This makes it easier to align the experience with internal policies, privacy needs, or different workforce populations.

Effort: Low to Moderate

Implementation requires configuration through the Configure Optional Fields task and may involve setting up condition rules to target specific worker groups.

What you need to do:

If you want to control visibility of absence information:

Access the Configure Optional Fields task and select the Request Time Off functional area.

Configure the Absence Balance Visibility option to hide absence balances for all users, specific security groups, or workers who meet certain condition rules.

Configure the Request Absence Calendar Visibility option to hide the micro calendar and display only the date range view if desired.

Optionally apply condition rules to target specific worker populations.

If you do nothing, the absence balance views and Request Absence calendar will remain visible to all users as they currently are.

08

Hide Time Off from Plan Balance When Plan in Absence Table Option

Current Challenges:

Previously, when time off plans were linked to absence tables, all related time off types could appear in the plan balance, even if some of them weren't actually part of that absence table.

This sometimes created confusion for both workers and administrators. You could see time off types showing up in the balance view that weren't really relevant to that plan's absence table structure.

In practice, that meant people might look at their balance and think, "Wait… why is that time off type showing up here?".

Our Perceived Value VS. Effort:

Value: Moderate

This update improves clarity in absence balance views by allowing administrators to hide specific time off types from the plan balance when they aren't part of the associated absence table.

This helps ensure the balance view shows only the time off types that actually matter for that plan, making balances easier for workers and admins to understand.

Effort: Low

Implementation is straightforward. It only requires selecting a configuration option when creating or editing a time off definition. No structural changes to absence plans are required.

What you need to do:

If you want to hide certain time off types from plan balances:

Go to Create Time Off or Edit Time Off.

In the Details tab, enable the Hide time off from plan balance when plan in absence table checkbox.

Make sure the time off is associated with a time off plan linked to an absence table.

If you do nothing:

Time off balances will continue to display the same way they currently do in absence balance views.

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Absence, Scheduling, Time Tracking, Tracking Hub

09

Connected Experience: Hide Unavailable Time Off from Time Tracking

Current Challenges:

When Absence, Scheduling, and Time Tracking don't fully speak the same language, things can get confusing.

For example, an employee might mark themselves as unavailable through time off, but if they end up working anyway, they still need to enter time. In the past, those unavailable entries could still show up in time tracking and reporting, which sometimes created messy calculations or visibility issues.

In short, the systems weren't always perfectly aligned.

Our Perceived Value VS. Effort:

Value: Moderate to High

Especially for organizations using Scheduling.

This update creates a cleaner connection between Absence, Scheduling, and Time Tracking. Workers can block their availability for scheduling purposes while still keeping the flexibility to enter time if they actually work.

It also improves reporting accuracy by allowing unavailable time off entries to be excluded from time calculations when configured.

Effort: Low to Moderate

Configuration is required, and the Scheduling SKU is necessary, but implementation is fairly straightforward.

What you need to do:

If you use Workday® Scheduling:

Enable the Hide From Time Tracking option when creating or editing time off types.

Select Enter through Time Off Only as the entry option.

Review time calculation configurations to ensure alignment with reporting and payroll needs.

If you do nothing, unavailable time off entries will continue behaving as they currently do, without the added flexibility and exclusion logic.

Advance Compensation

10

Employees in Waiting Period for Compensation Review Process

Current Challenges:

Running the Employees in Waiting Period for Compensation Review Process task could be slow because the report processed data directly in the interface.

Our Perceived Value VS. Effort:

Moderate value, low effort. The task now runs through a background job, improving performance and reducing delays. The interface also adds Refresh and Re-Run options to retrieve updated results.

What you need to do:

Review access and ensure users who run this task have Modify permission on the Process: Compensation Management Plan Employee Management domain core production deployment.

11

Multiple Promotion Reasons for Compensation Review

Current Challenges:

Compensation reviews used to treat promotion reasons like a single-choice question.

When initiating a compensation review process, you could only select one promotion category. If a promotion had multiple factors behind it, you had to pick the one that felt "closest" and move on.

That worked… but it didn't always reflect reality.

Promotions are often driven by more than one reason such as role expansion, performance, or organizational change. Limiting the process to a single category reduced flexibility when documenting why a promotion was happening.

Our Perceived Value VS. Effort:

Value: Moderate | Effort: Moderate

This update allows multiple promotion categories to be selected during compensation review processes.
Instead of forcing a single label, organizations can now capture promotion reasons using multiple categories aligned with existing job change reason structures.

In practice, this gives HR and compensation teams more flexibility and more accurate context when recording promotion decisions.

What you need to do:

Use the Edit Compensation Review Options task.

On the Process Options tab, select the promotion categories that should be available when initiating a compensation review process.

Once configured, users initiating compensation reviews will be able to select multiple promotion reasons instead of being limited to just one.

Authentication

12

Native Authentication Login and Password Updates

Current Challenges:

For a long time, the login experience relied on things like security questions. And let's be honest, those were never great. Half the time people couldn't remember what they wrote for "What's your favorite movie?" five years ago, and the other half they answered something like "pizza" just to get through the setup.

The result was a login experience that felt a bit outdated, with multiple recovery options, weaker password controls, and a steady stream of support tickets from people locked out of their accounts.

Our Perceived Value VS. Effort:

Value: High

This update modernizes the authentication process and brings it closer to what users expect from secure platforms today.

Instead of relying on security questions or magic links, the system now uses one-time passcodes (OTP) for password recovery. The login page has also been refreshed, and trusted devices are reset to strengthen security overall.

In short, it's a cleaner and safer login experience. Stronger authentication controls reduce risk, while a more consistent process makes things easier for users to understand.

Effort: Low to Moderate

The update is automatically deployed, but there are a few things organizations should review. Admins may want to revisit authentication policies, communicate the changes to users, and prepare for a short adjustment period while people get used to the new process.

What you need to do:

Update firewall rules (if applicable)If your organization restricts services through firewall rules, make sure the new "-identity" domain URL is allowed. If Workday®.com and myWorkday®.com are already whitelisted, you're likely covered.

Check user contact detailsConfirm that users have a valid email address or mobile phone number in their profile. These will be used to send OTP codes for password recovery.

Review your login page brandingIf your organization uses a custom background image on the sign-in page, update it to a centered format so it displays correctly with the refreshed login layout.

Benefits

13

(U.S. Federal) Add Remarks During Change Benefits for Life Event Approval

Current Challenges:

When processing a Change Benefits for Life Event, benefits administrators often need to review or update remarks tied to federal forms like SF 2809 and SF 2817. The problem was that those remarks couldn't be edited directly during the approval step.

So instead of handling everything in one place, admins had to jump between different steps just to check or update comments. It wasn't dramatic, but it slowed things down. Approvals took longer, the workflow felt clunky, and what should have been a quick review sometimes turned into a mini scavenger hunt.

Our Perceived Value VS. Effort:

This update streamlines the approval process by allowing benefits administrators to edit remarks directly from the approval screen within the Life Change Enrollment – Alternate Approval task in their My Tasks inbox. Administrators can update General Remarks, SF 2809 Remarks, and SF 2817 Remarks and approve the event from the same interface.

The value is medium to high, as it simplifies the workflow and reduces the number of steps required to manage life event benefit approvals.

The effort is low to moderate, since the feature is hidden by default and requires a small configuration change to enable it.

What you need to do:

To enable the feature:

- Open the Configure Optional Fields task.
- In the prompt, type Life Change Enrollment Event Alternate Approval.
- Delete the row labeled Event Remarks on Approval Screen (U.S. federal only).
- If present, also delete the row labeled Federal.
- Select OK.

Optional:

If your Change Benefits for Life Event process currently includes both the Approval step and an

Add Event Remarks action, you may want to remove the Add Event Remarks step to streamline the process.

Even with this feature enabled, remarks can still be added later using the Update Event Remarks option from the related actions menu on a completed event.

14

Employee Benefits Open Enrollment Selection

Current Challenges:

Previously, when pre-hires with a future hire date attempted to run the Employee Benefits Open Enrollment Selection report, Workday® returned the message: "You're all caught up – no active Open Enrollment events for you to complete."

This prevented eligible pre-hires from accessing and managing their open enrollment selections before their official start date, creating confusion and requiring benefits administrators to intervene or guide employees through alternative processes.

Our Perceived Value VS. Effort:

This update resolves the issue by enabling pre-hires who are eligible for open enrollment to manage their benefits selections directly through the report.

The value is medium

As it improves the onboarding experience for future employees and reduces administrative support required from benefits teams.

The effort is low

Since this is a system correction and does not require configuration changes.

What you need to do:

No configuration changes are required.

Benefits teams should verify that pre-hires with future hire dates can now access and complete open enrollment selections through the Employee Benefits Open Enrollment Selection report.

Communicate this improvement to HR or benefits administrators if pre-hire benefit enrollment is part of your onboarding process.

15

Update Marital Status in Benefits Enrollment Questionnaire

Current Challenges:

Previously, workers needed to update their marital status through a separate Personal Information Change event, even when the change was directly related to a benefits enrollment or life event. This created additional steps in the process and could lead to delays in updating eligibility-related data used for benefits administration.

Because marital status changes were not captured directly during the benefits enrollment process, administrators also had less visibility into these updates at the time enrollment decisions were being made.

Our Perceived Value VS. Effort:

The value is medium to high

As it streamlines the enrollment workflow, improves data accuracy for benefit eligibility, and reduces the need for additional administrative actions.

The effort is moderate

Since the feature requires configuration updates and security review before it can be enabled.

What you need to do:

Ensure workers have access to the Self-Service: Marital Status domain, and benefits administrators and partners have access to the Person Data: Marital Status domain, both in the Personal Information functional area.

Access the Maintain Marital Statuses task.

For all Marital Status options in this task in which a worker is still legally married, select the Is Married check box.

Access the Configure Optional Fields task.

Select Benefits-> Benefits Enrollment Questionnaire.

Delete the row labeled Benefits - Personal Information.

Select OK.

What Happens if I do Nothing?

The Marital Status section in the Benefits Enrollment Questionnaire will remain hidden, and the enrollment process will continue to function as it did before this release. Workers will only be able to update their marital status with a Personal Information Change event.

16

New Dependent Verification Status Report Field with Dropdown Menu Options

Current Challenges:

This update introduces a new Verification Status (Dropdown) report field on the Dependent business object, providing standardized selectable values for the verification status of dependents.

The dropdown options include:

Approved.

Pending.

Denied.

No Status.

The value is medium to high

As it improves reporting consistency and simplifies the creation of condition rules involving dependent verification statuses.

The effort is low

Since the field is automatically available and does not require configuration changes.

What you need to do:

No configuration changes are required.

Report writers and administrators should review existing reports or condition rules involving dependent verification status and consider using the new Verification Status (Dropdown) field for more consistent filtering.

Validate that the field behaves as expected in custom reports or calculated fields that reference dependent verification data.

17

Coverage Waive Date for Enrollment Event Rules

Current Challenges:

Previously, when a worker waived a benefit during enrollment or a life event, Workday® relied on the existing Coverage Begin Date rules to determine the waiver date.

That worked… but it wasn't very flexible.
Administrators couldn't clearly define how coverage waiver dates should be calculated, which sometimes led to inconsistent results or manual adjustments. This was especially tricky in situations involving regulatory requirements or plan-specific rules.

Our Perceived Value VS. Effort:

This update introduces a Coverage Waive Date configuration option within enrollment event rules, allowing administrators to explicitly define how coverage waiver dates are calculated when a worker waives a plan.

The value is medium

As it improves accuracy and flexibility in benefits administration and reduces the need for manual corrections when managing enrollment or life event changes.

The effort is moderate

Since administrators must review and update enrollment event rules to take advantage of the new configuration option.

What you need to do:

Access the Create Enrollment Event Rule or Edit Enrollment Event Rule task.

In the Start or Waive Coverage tab, select an option in the new Coverage Waive Date column.

(U.S federal customers only): Select the On Pay Period Begin After the Later of Event or Submission Date in the Coverage Waive Date column as required for applicable coverage types.

Note

That you can only select the On Coverage Begin Date option for open enrollment event types. You can select other waive date options for life change event types.

What Happens if I do Nothing?

If you don't select an option for the Coverage Waive Date column, Workday® defaults to the On Coverage Begin Date option. This default configuration operates identically to how Workday® functioned before this update.

18

Dependent Effective Dating

Current Challenges:

Dependent information in Workday® didn't always behave like other effective-dated data.

Some dependent fields didn't fully support effective-dated logic, which made it harder to track changes over time. When corrections were needed, administrators sometimes had to cancel and recreate dependent events just to fix the information.

It also made historical reporting messy, because changes weren't always tied to clear effective dates.

Our Perceived Value VS. Effort:

Value: High

This update brings effective-dated functionality to dependent data, allowing organizations to track changes over time without restarting the entire dependent event.

Admins and users can now correct effective dates directly, and reports gain effective-dated fields on the Dependent business object.

The result: cleaner history, better reporting, and far fewer do-overs when fixing dependent information.

Effort: Low

The feature is automatically available and requires no configuration changes. However, organizations may want to update training materials so users understand how to enter effective dates when managing dependent data.

What you need to do:

This feature is automatically available.

Optionally, you can add help text to your Dependent Event process to guide workers on how to choose an effective date. For example, your help text can instruct workers to use their dependent's date of birth as the effective date.

Access the default business process definition for Dependent Event.

In the related actions menu of the initiation step, select Business Process->Maintain Step Help-Text.

Add your desired help text in the Help Text column.

19

Benefit Credits for Retirement Savings Plans

Current Challenges:

During enrollment, workers with remaining benefit credits had limited ways to use them.

If credits were left over after selecting benefit plans, they couldn't easily apply those credits to retirement savings plans. That meant some credits simply went unused, reducing flexibility for employees trying to make the most of their benefits.

It also made it harder for administrators to design enrollment experiences that help workers optimize their total benefits package.

Our Perceived Value VS. Effort:

This update introduces functionality that allows workers to apply remaining benefit credits toward retirement savings plans during enrollment. The feature adds new configuration options in benefit groups and introduces a Distribute Credits page during enrollment where workers can allocate unused credits to eligible retirement plans.

The value is medium to high

As it improves flexibility in benefits administration and enhances the employee enrollment experience by allowing workers to fully utilize their available benefit credits.

The effort is moderate

Since administrators must configure benefit groups and define which retirement savings plans are eligible to receive remaining benefit credits.

What you need to do:

Access the Edit Benefit Groups task and select a group.

From the Benefit Credits tab, select these boxes:

Enable Benefit Credits.

Enables Remaining Benefit Credits.

Display Benefit Credits in Enrollment.

In the Contributions from Credits grid, add the retirement savings plans that you want workers to contribute their remaining credits to.

20

Dependent Field Expansion: Garnishment-Relevant

Current Challenges:

Previously, Workday® did not provide a direct way to indicate whether a worker's dependents were relevant for wage garnishment calculations within the system. As a result, organizations often had to manage this information outside of Workday® or rely on manual processes, which could create inconsistencies and reduce the accuracy of payroll-related data.

This limitation made it more difficult to maintain centralized records for payroll compliance and garnishment-related processes.

Our Perceived Value VS. Effort:

This update introduces a new Garnishment-Relevant indicator for dependents, allowing organizations to identify whether a dependent should be considered when processing wage garnishments.

The update also adds:

A Garnishment-Relevant checkbox in the Add Dependent and Edit Dependent tasks.

New security domains to control access to this data.

New fields to support reporting and integrreportations.

Configuration options through Maintain Localization Settings.

The value is moderate

As it improves payroll compliance and allows organizations to store garnishment-related dependent information directly within Workday®.

The effort is moderate

Since administrators must configure the new security domains and enable the functionality through localization settings.

What you need to do:

Configure security for these new domains in the Benefits functional area:

Self-Service: Dependent Garnishment-relevant.

Worker Data: Dependent Garnishment-relevant.

Access the Maintain Localization Settings task and select the Personal Information area.

Select your country in the Allow for Countries or Regions field on the new row Garnishment Relevant (Dependent).

Select the Active check box.

Select OK.

21

Dependent Field Expansion: Relocation Data

Current Challenges:

Until now, Workday® didn't have a clean, structured way to track dependent relocation data when an employee moved internationally.

Which meant many organizations ended up doing what HR teams often do when the system doesn't quite support something yet: tracking it somewhere else. Sometimes spreadsheets. Sometimes manual notes. Sometimes another system entirely.

The problem is that once information starts living outside Workday®, reporting and compliance get messy. It becomes harder to keep accurate records of which dependents relocated, when they arrived, or when they left during international assignments.

And for global mobility teams, that kind of information is usually pretty important.

Our Perceived Value VS. Effort:

Value: Moderate

This update introduces a new Dependent Relocation section in Workday®, allowing organizations to track relocation data for dependents directly in the system.

The functionality supports effective dating, which means changes to relocation information can be tracked over time rather than overwritten.

The update also introduces:

- New security domains to control access to dependent relocation data.
- New fields to capture relocation events such as arrival and departure dates.
- Reporting fields to support relocation analytics and integrations.

In short, Workday® is giving global mobility teams a proper place to manage dependent relocation data inside the platform instead of outside it.

Effort: Moderate

Admins will need to configure security domains and enable the feature through localization settings.

What you need to do:

There are two main steps to enable the new functionality.

First, configure security access for the new domains in the Benefits functional area:

- Self-Service: Dependent Relocation.
- Worker Data: Dependent Relocation.

Then enable the feature through localization settings:

- Go to Maintain Localization Settings.
- Select the Personal Information area.
- In the new Relocation (Dependent) row, select your country in the Allow for Countries or Regions field.
- Check Active.
- Click OK.

Once enabled, organizations can begin managing dependent relocation data directly in Workday®, which makes tracking international assignments a lot cleaner.

22

Dependent Relationship Custom Validation

Current Challenges:

This one falls into the category of "the system technically worked… until it didn't."
When someone edited a dependent relationship during a Dependent Event, Workday® could sometimes throw a validation error even when the change was perfectly valid.

The issue showed up in organizations that configured custom validation rules on the initiation step of the Dependent Event business process, particularly when those rules referenced the fields:

- Self-Service: Dependent Relocation.
- Worker Data: Dependent Relocation.

In certain scenarios, Workday® evaluated those fields incorrectly and triggered a validation error that shouldn't have happened.

So HR admins or employees trying to update a dependent relationship would suddenly hit an error message that felt a bit like a security guard saying "you can't come in" even though you clearly had the right badge.

This was especially noticeable when the dependent was also configured as a beneficiary or emergency contact, which made the validation logic more complex.

Our Perceived Value VS. Effort:

Value: Low to Moderate

This update fixes the issue so Workday® no longer returns incorrect validation errors during the Dependent Event process.

It removes a frustrating edge case that could block legitimate updates to dependent relationships in certain configurations.

Nothing new to configure here. Just a bug fix that makes the process behave the way it was supposed to in the first place.

Effort: Minimal

The fix is automatically applied as part of the release and does not require configuration changes.

What you need to do:

Nothing at all!

The fix is included in the release and simply ensures that custom validation rules on dependent relationship fields no longer trigger incorrect errors during the Dependent Event process.

Business Process

23

Business Process Delegation and Report Field Evaluation User Experience

Current Challenges:

Delegation has always been useful… but sometimes a little weird.

When someone delegated a business process to another user, the delegate didn't always see the same report field data as the original owner. Even if the delegator had access to certain report values, those fields could show up blank or restricted for the person acting on their behalf.

So imagine reviewing an approval for your boss while they're on vacation and half the information they normally see just… disappears. Not ideal.

This created confusion, inconsistent experiences, and unnecessary troubleshooting, especially during approvals or review-heavy processes. Delegation technically worked, but it didn't always feel seamless.

Now, if the delegator has permission to view specific report data, the delegate acting on their behalf will see it too. Report field evaluation is aligned, meaning the experience is consistent whether you're acting for yourself or stepping in for someone else.

Our Perceived Value VS. Effort:

Value: Moderate but meaningful.

This update improves usability and trust in delegation. Delegates now see the same report field data as the person they're acting for, as long as the delegator has access to that information.

It removes those strange edge cases where information randomly disappears and makes approval and review processes much smoother and easier to understand.

Value: None

This improvement is automatically applied and doesn't require any configuration.

What you need to do:

No action is required.

Delegates will now see the same report field data as the user they are acting on behalf of, as long as the delegator has permission to access that data.

24

Review Documents for Onboarding

Current Challenges:

Some onboarding processes include a Review Documents step where new hires or reviewers need to look at files before the process moves forward.

The issue appeared when that step was configured with a custom report, an Excel file, and a third-party signer at the same time. In those cases, the system could throw an error when the onboarding event started.

So instead of onboarding moving along smoothly, the process could get stuck right at the document review step, forcing admins or HR teams to troubleshoot configurations that technically looked correct.

It was one of those annoying "everything is configured properly... but it still fails" situations.

Our Perceived Value VS. Effort:

Low to medium value and zero effort.

This update fixes the issue so the Review Documents step works correctly even when those configurations are used together. Onboarding events can now proceed normally without errors.

It's not a new feature, but it removes friction from onboarding flows that rely on document review and electronic signatures.

What you need to do:

Nothing at all!

Onboarding events that include a Review Documents step configured with a custom report, Excel file, and third-party signer will now run without errors.

25

Reviewed Documents on Worker Profile

Current Challenges:

Sometimes the system tries to be too protective.

Previously, when an authentication policy blocked PDF or Excel exports, the system also ended up hiding the Reviewed Documents section from the Documents tab on the worker profile. Which was… not the intention.

Export restrictions are meant to stop data from leaving the system, not from being viewed inside it. But because of the way things worked before, users could suddenly lose visibility into which documents had already been reviewed, even though they still had permission to see them.

Imagine walking into a filing room and being told, "You can read the files, you just can't take copies"… but then someone turns off the lights so you can't see anything at all. Not exactly helpful.

Our Perceived Value VS. Effort:

Low to medium value and zero effort.

This update fixes the issue, so the Reviewed Documents section stays visible, even when export restrictions are in place.

In other words, users can still see document review history on the worker profile without the risk of exporting sensitive information.

It's a small fix, but one that removes confusion and restores the behavior users would logically expect.

What you need to do:

Nothing on your end.

The Reviewed Documents section will now remain visible in the Documents tab of the worker profile, even when export restrictions (PDF or Excel) are enabled.

26

About Worker

Current Challenges:

Sometimes the frustration isn't the process itself… it's losing the work you already did.

Previously, when users saved a request event to complete later, the information entered in the About Worker field didn't always stick. When they came back to finish the request, those values could disappear, forcing them to enter everything again.

Not a huge system failure, but definitely one of those small annoyances that slows people down. You think you saved your progress… only to come back and realize part of it didn't survive.

Our Perceived Value VS. Effort:

Low impact but helpful, and zero effort on your end.

This update fixes the issue so information entered in the About Worker field is now properly preserved when a request is saved and resumed later.

It's a small reliability improvement that makes request forms behave the way users naturally expect.

The fix is automatically applied and doesn't require any configuration.

What you need to do:

No action is required.

When users save a request event and return later, the About Worker field values will now persist correctly.

27

Fix Business Process Task

Current Challenges:

When a business process event hit an error, fixing it wasn't always straightforward.

In many cases, administrators relied on the Fix Business Process inbox task to review and correct the issue. But if that inbox task wasn't available for the event, things got… awkward.

The error existed. The process was stuck. And there wasn't always a clear way to step in and fix it.

Think of it like your car throwing a warning light but the hood refusing to open. You know something's wrong, you just can't get to the engine.

Our Perceived Value VS. Effort:

Medium value, low to moderate effort.

This update introduces a standalone "Fix Business Process" task, giving administrators another path to troubleshoot and resolve business process events in an error status.

In other words, even if the inbox task isn't available, admins now have a way to jump in, investigate the issue, and get the process moving again.

For teams managing lots of workflows, that means less time chasing stuck processes and faster troubleshooting.

The feature is automatically available, but users need the appropriate Business Process Administration security permissions to access it.

What you need to do:

Ensure administrators have access to the Business Process Administration domain.

Run the Fix Business Process task to locate events with an error status.

Use the task to review and correct the business process event so the workflow can continue.

28

Review Reassignment Request in My Tasks

Current Challenges:

For users with a lot of inbox tasks, opening or acting on a Review Reassignment Request task could occasionally trigger an error.

Nothing dramatic. Just one of those annoying moments where you click a task expecting to review it… and the system pushes back instead.

It tended to show up in environments where users were juggling large task queues, making the experience in My Tasks a bit less reliable than it should be.

Our Perceived Value VS. Effort:

Low operational impact, but a helpful stability improvement.

This update improves the reliability of Review Reassignment Request tasks so they open and function correctly, even when users are managing a high number of inbox tasks.

Think of it as a quiet fix that makes the My Tasks experience smoother and more predictable.

Zero effort. The fix is automatically applied and doesn't require any configuration.

What you need to do:

The fix is automatically applied and requires no setup.

29

Composite Reports on Report Steps

Current Challenges:

Until now, business process report steps were a bit limited in what they could display. They supported advanced reports or matrix reports only, which worked fine for many scenarios… but not all.

If you needed richer reporting, multi-source data, or something more dynamic, users often had to leave the business process, run a different report, and then come back to finish the workflow.

It's a little like being in the middle of approving something and having to open five other tabs just to see the full picture.

Our Perceived Value VS. Effort:

Moderate value, very low effort.

This update allows composite reports to be used in business process report steps, giving users access to richer, multi-source reporting directly inside the workflow.

In practical terms, that means better visibility into data while the process is happening, which helps people make faster and more informed decisions without jumping between screens.

The capability is automatically available and only requires selecting a composite report when configuring a report step.

What you need to do:

The feature is automatically available and only requires selecting a composite report when configuring a report step:

Go to the business process definition.

Select Related Actions → Business Process → Edit Definition.

Add or edit a Report Step.

In the Report column, select a Composite Report.

(Optional) Configure prompt values to filter the data displayed during the process.

If you do nothing, existing report steps will continue working as they do today.

30

Condition Rules for Business Process Status Triggered Orchestrations

Current Challenges:

When a business process status changed (say, it moved to Canceled or Corrected), orchestration workflows could automatically kick off.

Sounds helpful in theory.

The problem was that these orchestrations triggered purely based on the status change, without checking whether additional conditions actually applied.

So integrations or automated workflows could fire even when they weren't really needed. That meant unnecessary processing, integrations running for irrelevant events, and sometimes external systems getting triggered for something that didn't actually require action.

It's a bit like an automatic sprinkler turning on every time the weather app says "cloudy." Technically something changed... but it doesn't mean you needed the water.

Our Perceived Value VS. Effort:

Medium–High value, low effort.

This update lets administrators define condition rules before orchestration workflows are launched.

In other words, orchestrations can now check specific business criteria first, ensuring automations only run when the right conditions are met.

This gives teams more control, reduces unnecessary processing, and helps make sure integrations only run for relevant events.

The capability is automatically available, and configuration is only required if you want to define condition rules.

What you need to do:

If you want to add conditions rules:

- Go to the business process definition.
- Select Related Actions → Business Process → Configure Orchestrations.
- In the new Condition Rules section, click Create Condition Rule.
- Define the conditions that must be met before the orchestration is triggered.
- Save the orchestration configuration.

If you do nothing:

Workday® will continue triggering orchestrations based only on status changes, without evaluating additional conditions.

31

Reassign Tasks User Experience

Current Challenges:

When administrators had to deal with a lot of task reassignment requests, things could get messy pretty quickly.

Reviewing and processing them wasn't always smooth. With large volumes of requests, the interface could slow down and sometimes even lead to delays or timeouts when trying to process multiple tasks.

It's the classic scenario: the more requests piled up, the harder it became to work through them efficiently.

Our Perceived Value VS. Effort:

Moderate value, very low effort.

Workday® introduces a dedicated Business Process Reassignment Request task that loads requests individually and allows filtering, improving performance and making high-volume task management easier.

What you need to do:

No action required. The improved reassignment interface is automatically available when processing reassignment requests.

32

Restart Business Processes in Error User Experience

Current Challenges:

When a business process went into an error state, finding and fixing it wasn't always straightforward. Sometimes the error didn't clearly appear in My Tasks, and admins had to go hunting to figure out what broke and where.

It often turned into a bit of detective work: tracking down the failed process, identifying the right task, and figuring out how to restart or fix it. Not exactly ideal when you're trying to resolve issues quickly.

Our Perceived Value VS. Effort:

Value: Moderate to High.

This update improves visibility and usability when dealing with business process errors. Administrators can now more easily identify processes with exceptions and quickly access the tools needed to restart or correct them, reducing confusion and improving operational efficiency.

Effort: None.

The improvements are automatically available and do not require configuration.

What you need to do:

Nothing.

But admins will notice a few improvements:

Business Process Definition Error items now appear at the top of My Tasks when new errors occur.

A searchable Fix Business Process task helps locate and restart events in error.

Business Process Definitions with Exceptions helps quickly identify affected processes.

Overall, this makes resolving business process errors a lot faster and less frustrating.

33

Require Comments on Business Process Approval Steps

Current Challenges:

Approvers have traditionally been able to approve business process steps without leaving any explanation. That might be fine for routine approvals, but in situations where audit trails matter, it can become a problem.

When decisions aren't documented, it's harder to understand why something was approved, especially during audits or when someone revisits the process later.

Our Perceived Value VS. Effort:

High value, low effort.

This update gives organizations the option to require approvers to enter a comment before approving a step. It strengthens governance and audit transparency by ensuring that approval decisions are properly documented.

For teams operating in regulated environments, this can be particularly useful.

Admins simply need to enable the setting on the approval steps where comments should be mandatory.

What you need to do:

Go to the business process definition.

Select the approval step you want to configure.

From Related Actions, open Maintain Additional Step Configuration.

Select the Require a Comment checkbox.

Save the configuration.

Note

This rule also applies when using the Bulk Approve task.

If Disable Comments is enabled in Edit Tenant Setup – Business Processes, it will override this setting.

34

Composite Report Step Group

Current Challenges:

When adding a report step based on a composite report to a business process, security could get a bit tricky.

In some cases, it wasn't easy to select a security group that had access to both the main composite report and its subreports. That could lead to configuration limitations or inconsistent report access when the business process ran.

Our Perceived Value VS. Effort:

Moderate value, none effort.

This update improves the reliability of business process configurations by ensuring admins can assign security groups that properly access both the composite report and its subreports.
It helps maintain cleaner security controls and prevents access issues during process execution.

The improvement is automatically applied and does not require any configuration changes.

What you need to do:

Nothing.

The enhancement works automatically and improves how security groups are handled when composite reports are used in business process steps.

35

Delegated User Job Posting with Calculated Field

Current Challenges:

Previously, when a delegated user created or posted a job that included a calculated field, that field didn't always populate correctly in the final job posting.

In some cases, the calculated value would simply fail to appear, which could leave the job posting showing incomplete or inaccurate information. For recruiting teams, that meant extra cleanup or manual corrections before the posting could go live.

Our Perceived Value VS. Effort:

Value: Moderate

This update improves the reliability of job postings by ensuring calculated fields populate correctly, even when actions are performed by delegated users.

The result is more accurate job postings and fewer situations where recruiters need to fix missing information after the fact.

Effort: None

The fix is applied automatically and does not require configuration changes or process updates.

What you need to do:

Nothing.

The improvement is automatically applied and calculated fields will now populate correctly when job postings are created or managed by delegated users.

36

Request Event (Do Not Use) Report Field

Current Challenges:

The Request Event (Do Not Use) report field on the Request business object is being retired.

It's a legacy field that no longer aligns with the current reporting structure. Continuing to use it in reports or condition rules can lead to confusion and potential compatibility issues as the platform evolves.

In short, if reports still rely on this field, they may eventually stop behaving the way you expect.

Our Perceived Value VS. Effort:

Value: Low to Moderate

Replacing the deprecated field with the updated Request Event report field helps keep reports aligned with the current data structure and improves reporting consistency. This ensures reports continue to work properly as the reporting framework evolves.

Effort: Low

Organizations simply need to review and update any custom reports or condition rules that reference the retiring field.

What you need to do:

If you use the "Request Event (Do Not Use)" report field in Custom reports and Condition rules, we recommend you update them to the "Request Event" report field.

Career & Development, Growth & Mobility

37

Display Default Job Title Instead of Job Profile Name in the Career Hub

Current Challenges:

In Career Hub, job opportunities and career paths have traditionally displayed the job profile name. The problem is that job profile names are often more technical or internal, and they don't always match the default job title employees see elsewhere in the system.

That mismatch can create confusion. An employee browsing career opportunities might see a role name that looks unfamiliar, even though it's essentially the same job title used across the organization.

Our Perceived Value VS. Effort:

Value: Moderate to High

This update improves the employee experience by allowing organizations to display default job titles instead of job profile names in Career Hub.

It creates a clearer and more consistent view of roles across Career Hub, Career Path Builder, and other career development tools.

Effort: Low

The change only requires enabling a setting and confirming that job profiles have default job titles configured.

What you need to do:

If you want Career Hub to show default job titles instead of job profile names:

- Go to Maintain Career Hub and Opportunity Marketplace.
- Open the Edit Explore Preferences tab.
- Enable Display Default Job Title Instead of Job Profile Name.

It's also a good idea to verify that your job profiles have default job titles configured, which you can check using the All Active Job Profiles report.

If no changes are made, Career Hub will continue displaying job profile names as it does today.

Cloud Connect
For Benefits

38

Cloud Connect for Benefits: SF2809

Current Challenges:

Organizations using Cloud Connect for Benefits to generate SF2809 eOPF files sometimes run into a very practical problem: file size.

When too many records are bundled into a single file, it can become harder to process, transfer, or manage the data efficiently. Large files slow things down and make troubleshooting more complicated if something goes wrong.

To make things more manageable, this update introduces a new integration attribute that lets administrators control how many records are included in each SF2809 file.

Our Perceived Value VS. Effort:

Value: Practical improvement with no effort

This update adds an SF2809 eOPF Max File Size attribute to the Cloud Connect for Benefits integration template.

For organizations that use this integration, it provides better control over how records are grouped and processed. By limiting how many records are included in each file, data can move through the integration in a more organized and predictable way.

It's a small technical enhancement, but one that helps keep integrations cleaner and easier to manage.

Effort: None

There's no required setup. The integration template now simply includes the option to define how many records should be included per file.

What you need to do:

When using the SF2809 integration template, you can now specify how many records should be included in each SF2809 eOPF file.

If you don't define a number, the system will automatically default to 50 records per file.

Cloud Connect For Financials

39

Tax Rate Effective Dates on Tax Declaration Accumulation Components

Current Challenges:

When a tax rate changed for a country, the workaround was simple but annoying: create another tax rate.

Over time, that meant multiple configurations for the same tax, making updates harder to manage.

Now, Tax Declaration Accumulation Components support effective dates. Workday® uses the correct rate automatically based on the applicable date.

New elements include:

- Effective Date Enabled checkbox.
- Tax Rate field.
- Effective Tax Rate field.

Think of it like giving tax rates a timeline instead of duplicating them every time something changes.

Our Perceived Value VS. Effort:

Value: High

Tax updates become much easier to manage. Instead of creating new configurations every time a rate changes, you simply add the new effective rate.

Fewer configs, fewer mistakes, and less tax-season chaos.

Effort: Low

Just enable the effective date option when configuring the component.

What you need to do:

For a new Tax Declaration Component

- Go to Create Tax Declaration Component.
- Enable Effective Date Enabled.
- Select the tax rate to report.
- Select one or more effective tax rates.

For an existing component.

- Go to Edit Tax Declaration Component.
- Remove existing tax codes from the Tax Code field.
- Enable Effective Date Enabled.
- Select the tax rate to report.
- Add the applicable effective tax rates.

Note

These fields can't be edited if the component is already used in an approved tax declaration.

Cloud Connect For Third Party Payroll

40

Manage Checklists on Global Payroll Hub

Current Challenges:

Sometimes the biggest friction in a system isn't the functionality. It's the naming.

In the Global Payroll Hub, the Checklist column used to show options like Create or View depending on whether a checklist already existed. Technically it worked, but the experience wasn't always intuitive. Users had to interpret which option would appear and what action they were about to take.

Small UI inconsistencies like that can slow people down, especially in areas like payroll where teams are moving quickly during a payroll cycle.

Our Perceived Value VS. Effort:

Value: Moderate

This update simplifies the experience by replacing the Create or View options with a single, clearer action: Manage.

Think of it as replacing two doors with one door that leads to the right place automatically. Instead of deciding whether to create or view, users simply select Manage, and the system presents the appropriate option based on whether a checklist already exists.

It's a small usability improvement, but it makes the interface a little cleaner and more direct.

Effort: None

This is simply a UI adjustment and requires no configuration.

What you need to do:

On the Global Payroll Hub, go to the Summary section and look at the Checklist column.

Instead of Create or View, you'll now see Manage.

Selecting Manage will show the appropriate option depending on the situation:

Create Global Payroll Processing Checklist if one doesn't exist.

View Global Payroll Processing Checklist if it already does.

41

One-Time Payment Reporting in Payroll Effective Change Interface

Current Challenges:

One-time payments were being reported twice, once for the original effective date and once for the latest corrected date.

Created a compensation one-time payment.

Corrected the effective date on the payment to a date in the past.

Corrected the effective date on the payment to a date in the future, and then.

Ran a Payroll Effective Change Interface integration that covered both the original effective date and latest corrected date.

Our Perceived Value VS. Effort:

Value: High

This update fixes that behavior. Instead of showing both dates, the system now reports the one-time payment using the latest corrected effective date only.

Think of it like updating a calendar event. Once the meeting time changes, the system should only remember the new time. Not both.
That keeps payroll reports cleaner and avoids the confusion of phantom duplicate payments.

Effort: None

No configuration is required. The reporting behavior is simply corrected.

What you need to do:

Nothing.

When reporting compensation one-time payments, the interface will now use the latest corrected effective date, instead of including the original one.

Cloud Connect For Third Party Payroll, Global Payroll Connect

42

Global Payroll Hub Updates

Current Challenges:

Payroll teams rely on the Global Payroll Hub to keep track of activity across multiple systems. But managing checklists and comments could get cluttered, screens weren't always easy to read, and troubleshooting network errors sometimes felt like solving a mystery with missing clues.

Our Perceived Value VS. Effort:

Value: High

This update focuses on making the experience cleaner and easier to manage:

Checklist management improvements: You can now archive checklists to keep the workspace focused on active payroll periods. Authors can also delete their own comments, with confirmation prompts to avoid mistakes.

Cleaner workspace: Archived checklists are automatically filtered out so you only see the active ones.

Better readability: The Comments and Attachments page now adjusts to screen size for easier viewing.

Improved troubleshooting: Network error messages now include the HTTP status code, making connection issues easier to diagnose.

Effort: Minimal

Most improvements apply automatically with no configuration required.

What you need to do:

If you want to archive a checklist:

Go to the Global Payroll Hub.

Select Manage for the relevant pay group.

Click Archive.

If you do nothing, checklists will continue to appear as static records and cannot be corrected or replaced if one was created by mistake.

43

Data Changes on Demand REST API

Current Challenges:

Traditionally, sending worker data from Workday® to payroll vendors relied on scheduled integrations, file-based outputs, and fixed data structures.

This often caused delays and limited flexibility when selecting which worker data to send.

Workday® now enhances the Data Changes on Demand (DCOD) REST API, allowing payroll systems to request worker data directly and more dynamically.

Key improvements include: New filters to request specific worker data (IDs, phones, emails, etc.)

Field override support for custom payroll vendor fields.

A new Benefit Elections data section.

Support for multiple DCOD integration systems per tenant.

Improved error handling.

Our Perceived Value VS. Effort:

Value: High

This update makes payroll integrations more flexible, faster, and easier to customize, reducing reliance on scheduled jobs and rigid file structures.

Effort: Moderate

Organizations should review integration configurations, vendor mappings, and field overrides to take advantage of the new capabilities.

What you need to do:

Use response filters (optional) in the Response Filter section of the API request.

Configure field overrides (optional).

Ensure the Integration System User (ISU) has View access to the fields.

Use Configure Integration Field Overrides on the DCOD integration.

Update vendor API calls.

Ask payroll vendors to include the FieldOverrides element.

For multiple payroll vendors.

Create separate DCOD integration systems.

Map vendors using Edit External Payroll Vendor Mapping.

If you do nothing:

Nothing breaks. Existing integrations continue to work.

44

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

Current Challenges:

U.S. Federal organizations rely on Personnel Action Requests (PAR) to track official workforce actions like transfers, appointments, and status changes.

The problem? That data wasn't fully available through the Data Changes on Demand (DCOD) REST API, which made it harder for external payroll systems to retrieve complete federal personnel action data.

Workday® fixes this by adding a Personnel Action Request (PAR) data section to the DCOD API.

This allows payroll systems to retrieve detailed PAR data, including:

Event timing.

Approval information.

Agency transfers.

Action codes.

Legal authorities.

Our Perceived Value VS. Effort:

Value: High

Federal organizations get more complete workforce action data through the DCOD API.

In simple terms: payroll systems can now see the full PAR story, not just pieces of it.

Effort: Moderate

Organizations and payroll vendors may need to update their DCOD API requests if they want to retrieve the new PAR data section.

What you need to do:

This feature applies only to U.S. Federal customers.

If you want to retrieve the new PAR data:

Update to the latest version as required.

Specify the PAR data section in your DCOD request.

Use the field path:

($.workers.personnelActionRequests) in the DCOD REST API request.

Compensation

45

(U.S. Federal) Additional Natures of Action for Conditional Data Displays on SF 50 / SF 52)

Current Challenges:

U.S. Federal customers previously had limited options when mapping allowance plans and one-time payments to Nature of Action (NOA) codes used in SF-50 and SF-52 reporting.

That made it harder to accurately display compensation events like recruitment incentives, relocation incentives, or retention bonuses within the required federal reporting fields.

To make things work, many organizations had to rely on extra configuration workarounds just to ensure the correct values appeared in blocks 12 and 20 of the SF-50 / SF-52 forms during personnel actions.

Our Perceived Value VS. Effort:

This update expands the available Nature of Action mappings for compensation-related plans, allowing customers to associate allowance plans and one-time payments with additional federal payment types such as:

- Recruitment Incentive.
- Relocation Incentive.
- Retention Incentive.
- Student Loan Repayment.

The value is medium

As it improves the accuracy and flexibility of federal compensation reporting on SF 50 / SF 52 forms.

What you need to do:

Access the Personnel Action Request Setup task and configure Nature of Action (NOA) codes in the Pay Changes and Miscellaneous Changes section. Configure the blocks you prefer to show empty for each NOA.

Access the Maintain Federal Field Values task. Select 1 or more allowance plans or one-time payment plans for each new payment type in the Compensation section.

Access the Maintain Staffing Fields Defaults task. Navigate to the Personnel Action Request tab. Configure condition rules that define what Workday® displays in blocks 12 and 20 of SF 50 / SF 52 for each payment plan type.

Update custom reports or integrations that use the Personnel Action business object to include the new fields as needed for SF 50 / SF 52 generation.

See the Administrator Guide links in the Related Information section of this release note for more information on configuring condition rules.

46

One-Time Payment Plans REST API

Current Challenges:

Previously, retrieving valid one-time payment plans through integrations could require additional logic or workarounds to determine which plans were eligible for a position at the time of the request. This created extra complexity for developers when building integrations involving compensation transactions.

Additionally, the available APIs did not always provide a straightforward way to retrieve eligible plans dynamically, which could result in inconsistencies between system integrations and the user interface experience.

Our Perceived Value VS. Effort:

This update enhances the Compensation REST web service by introducing the One-Time Payment Plans REST API, allowing applications to retrieve valid one-time payment plans available for a position at the current moment. The API supports retrieving all plans or filtering specific plan types, including amount-based and percent-based plans, creating a prompting experience similar to the Workday® UI.

The value is medium

Particularly for organizations that use integrations or custom applications interacting with compensation transactions.

The effort is low

Since the feature is automatically available and does not require additional configuration.

What you need to do:

No configuration changes are required to enable the feature.

Integration teams should review existing compensation integrations and determine whether the new One-Time Payment Plans REST API can simplify current logic used to retrieve eligible payment plans.

Ensure that integrations using this API have the appropriate access to the Request: One-Time Payment domain.

47

Enhanced Performance for High-Volume Stock Plans

Current Challenges:

Organizations managing stock plans with large numbers of profiles (think 1,000+) could run into performance issues in the stock plan UI.

The problem was the embedded Grant Split grid inside each profile row. When large datasets loaded, that grid could slow the page down, especially when administrators were trying to review or edit multiple profiles.

In other words, the bigger the stock plan setup got, the heavier the page became.

Our Perceived Value VS. Effort:

Value: Medium

This update improves performance by changing how Grant Split information is accessed and edited.

Instead of loading everything directly in the page grid, Workday® now provides a Grant Split button that opens a modal window. From there, administrators can review and update key details like:

Grant Type.

Grant Category.

Vesting Schedule.

Expiration Date RulePercentage of Target.

Less data loading in the main page means faster performance when working with high-volume stock plan profiles.

Effort: Low

The feature is automatically available, so no configuration changes are required.

What you need to do:

No configuration changes are required.

Compensation administrators should review the updated Grant Split button workflow when editing stock plan profiles.

Consider updating internal documentation or training materials to reflect the new process for editing grant split details.

48

Uses Total Compensation Statements Usage Metric

Current Challenges:

Workday® previously tracked system usage through the Uses Total Compensation Statements metric, which measured activity related to Total Compensation Statements functionality. However, as part of broader updates to the Total Rewards retirement framework, this metric has become obsolete and no longer provides meaningful value for system monitoring.

Maintaining outdated metrics can create unnecessary complexity in usage tracking and system reporting.

Our Perceived Value VS. Effort:

This update retires the Uses Total Compensation Statements usage metric, simplifying Workday®'s internal monitoring structure as part of the broader retirement of Total Rewards functionality.

The value is low

As this change primarily affects internal system metrics rather than day-to-day user functionality.

The effort is minimal

Since no configuration or system changes are required from administrators.

What you need to do:

No action is required.

This change is automatically applied and does not impact configuration, reporting, or existing business processes.

49

Employee as Self Event Details Visibility

Current Challenges:

Employees in the Employee as Self security group could access compensation events that affected them… but sometimes they couldn't actually see their compensation assignment details inside the event.

So imagine opening a page that's supposed to explain a change to your pay, but some of the key information is missing.

Not exactly the most reassuring experience for employees reviewing their own compensation updates.

Our Perceived Value VS. Effort:

Value: Low to Moderate

This update simply fixes that visibility issue.

Now, if someone belongs to the Employee as Self security group, they can see their compensation assignments inside compensation events they already have access to.

Nothing fancy here. Just the system behaving the way people expected it to in the first place.

Effort: Minimal

This is a system fix, so it's automatically applied. No configuration changes required.

What you need to do:

Nothing at all!

The fix comes with the release and just ensures employees can see the compensation information they should have always been able to see.

50

Total Rewards Retirements

Current Challenges:

Workday® is officially retiring the View Total Rewards report along with the related configuration tasks Edit Total Rewards Template and Edit Total Rewards Section.

These belonged to the older Total Rewards framework, which Workday® has been gradually replacing with the newer Total Rewards Statement experience.

If you're still using those legacy pieces, it's a bit like keeping an old phone charger after you've already switched to USB-C. It technically still works… but the platform has clearly moved on.

Sticking with the old setup means missing out on the cleaner navigation and improved configuration in the newer Total Rewards experience.

Our Perceived Value VS. Effort:

This update replaces the retiring Total Rewards components with new Total Rewards Statement tasks and reports, providing a more modern and streamlined approach for configuring and managing total rewards statements.

The value is moderate

As it aligns organizations with the updated Total Rewards framework and improves usability when managing total compensation communication with employees.

The effort is moderate

Since administrators may need to transition existing configurations to the new Total Rewards Statement setup and ensure the new tasks are used moving forward.

What you need to do:

Start by reviewing whether your organization still uses the View Total Rewards report or its related configuration tasks.

If so:

Plan the transition to the new Total Rewards Statement tasks and reports provided by Workday®.

Reconfigure or update your Total Rewards Statements using the updated framework.

The goal is simply to ensure continuity once the legacy components are retired and keep your Total Rewards experience aligned with the newer Workday® approach.

51

Amount for One-Time Payment Plan Report Fields

Current Challenges:

Workday® previously included two report fields:

Maximum Amount for One-Time Payment Plan (Do Not Use).

Minimum Amount for One-Time Payment Plan (Do Not Use).

The name was already a clue something wasn't quite right.

These legacy fields lived on the One-Time Payment Event business object, but they didn't account for the effective-dated logic of the payment plan. In practice, that meant reports could show the same default minimum and maximum values regardless of whether the worker was actually eligible for that payment plan at that moment.

So if you were relying on these fields in custom reports, the numbers might look correct on the surface but be technically wrong underneath.

Not ideal when you're trying to build reliable reporting around compensation.

Our Perceived Value VS. Effort:

Value: Moderate

This update retires those outdated fields and replaces them with improved ones that correctly respect the effective-dated logic of the payment plan.

In simpler terms, the report fields now behave the way compensation data usually should in Workday®: they reflect the plan configuration that was valid at that point in time.

That leads to more accurate reporting when working with one-time payment plans in compensation processes.

Effort: Low to Moderate

There's no configuration required, but organizations will need to update custom reports that currently reference the retiring fields.

What you need to do:

Take a quick look at your custom reports and check whether they reference either of these fields:

Maximum Amount for One-Time Payment Plan (Do Not Use).

Minimum Amount for One-Time Payment Plan (Do Not Use).

If they do, replace them with the updated fields:

Maximum Amount for One-Time Payment Plan.

Minimum Amount for One-Time Payment Plan.

After updating the reports, it's also a good idea to refresh any report documentation or training materials so future report writers don't accidentally reach for the old fields.

52

Compensation Worklet

Current Challenges:

For a long time, the Compensation Worklet acted as the main landing spot for managers to check compensation information and complete related tasks.

The problem is that as Workday® kept adding new analytics and insights tools, that experience started to feel a bit fragmented. Managers could see some compensation information in the worklet, other insights somewhere else, and certain actions in completely different places.

It's a bit like having three different dashboards in your car telling you overlapping information. Technically everything is there, but you spend more time figuring out where to look than actually driving.

That fragmentation can slow managers down when they're trying to review compensation data or take action during compensation cycles.

or take action during compensation cycles.

Our Perceived Value VS. Effort:

This update replaces the Compensation worklet with the Manager Insights Hub, which consolidates compensation information and related analytics into a more modern and centralized experience for managers.

The value is moderate to high

As it simplifies navigation and provides a more integrated view of workforce insights for managers.

The effort is moderate

Since organizations may need to update internal navigation, deactivate references to the retiring worklet, and guide users toward the new Manager Insights Hub.

What you need to do:

To prepare for this change, it's a good idea to:

- Enable and configure the Manager Insights Hub if you haven't already.
- Deactivate the Compensation Worklet and update any reports, dashboards, or processes that still point to it.
- Redirect managers to the Manager Insights Hub as their new starting point for compensation insights.

If a specific task hasn't been surfaced in the Hub yet, users can still find it through search, so it's worth communicating that as part of the transition.

53

Management Level (Compensation) (Do Not Use) Report Field

Current Challenges:

Workday® previously included a report field called Management Level (Compensation) (Do Not Use) in the Compensation Rule Targetable business object.

The "Do Not Use" label was already a warning sign, and for good reason.
This field didn't always behave well when workers had multiple job profiles. In those situations, the field could return incomplete or misleading information, which then flowed into eligibility rules or custom reports built on top of it.

So you could end up with compensation rules that technically worked, but were quietly relying on data that wasn't fully accurate.

And when that happens, debugging compensation eligibility can feel a bit like chasing a ghost through your configuration.

Our Perceived Value VS. Effort:

This update retires the outdated field and replaces it with improved report fields that provide more accurate information for compensation configurations.

The new fields are:

- Job Profile – Primary (Compensation).
- Management Level (Compensation).

The value is moderate

As the update improves reporting accuracy and better supports organizations with workers holding multiple job profiles.

The effort is low to moderate

Since administrators may need to update custom reports, eligibility rules, or training documentation that reference the retiring field.

What you need to do:

Identify any custom reports or eligibility rules that reference the field Management Level (Compensation) (Do Not Use).

Replace it with the new fields:

- Job Profile – Primary (Compensation).
- Management Level (Compensation).

Update related documentation or training materials if applicable.

54

Action Event Business Object Report Fields

Current Challenges:

Workday® previously included two report fields in the Action Event business object:

Employee Compensation Business Process (Do Not Use).

Stock Grant Business Process (Do Not Use).

And yes, once again, the "Do Not Use" label was Workday® politely saying: please stop building things with this.

These legacy fields had limitations around security context and reporting accuracy, which meant they didn't always return the most reliable information when used in custom reports or configurations.

So if someone built a report or rule using these fields, the results could end up being inconsistent depending on how the event was triggered or accessed.

Not the kind of mystery you want when analyzing compensation processes.

Our Perceived Value VS. Effort:

Value: Moderate

This update retires those legacy fields and introduces more reliable alternatives for reporting on compensation-related business processes.

The new fields include:

Employee Compensation Business Process.

Employee Compensation Event for Current Event.

Stock Grant Business Process.

These fields are designed to provide more secure and accurate reporting when working with action events tied to compensation processes.

Effort: Low to Moderate

Organizations may need to update custom reports or configurations that still reference the retiring fields.

What you need to do:

First, review any custom reports or configurations that currently reference:

Employee Compensation Business Process (Do Not Use).

Stock Grant Business Process (Do Not Use).

If you find them, replace those fields with the newer options:

Employee Compensation Business Process.

Employee Compensation Event for Current Event.

Stock Grant Business Process.

After making the change, it's also worth updating any internal documentation or training materials, so future report builders use the correct fields from the start.

55

One-Time Payment Business Process (Do Not Use) - Action Event Report

Current Challenges:

kday® previously included a report field called One-Time Payment Business Process (Do Not Use) on the Action Event business object.

And as you've probably guessed by now, whenever Workday® adds "Do Not Use" to a field name, it usually means the field has some structural limitations behind the scenes.

In this case, the legacy field didn't align well with newer reporting standards around security and system consistency. That could create small but annoying issues when building reports, especially if you were trying to track compensation processes tied to one-time payments.

So while reports using this field might still run, they weren't always as flexible or reliable as newer reporting fields Workday® has introduced.

Our Perceived Value VS. Effort:

Value: Moderate

This update retires the outdated field and replaces it with an improved One-Time Payment Business Process report field on the Action Event business object.

The new field is designed to align better with current reporting and security standards, which improves the reliability of compensation-related reporting tied to one-time payment events.

Think of it as Workday® cleaning up an older reporting shortcut and replacing it with the properly supported version.

Effort: Low

The main task here is simply updating any custom reports that reference the retiring field.

What you need to do:

First, check whether any custom reports are using the field:

One-Time Payment Business Process (Do Not Use).

If they are, replace it with the updated field:

One-Time Payment Business Process.

After making that update, it's also worth reviewing any training materials or internal documentation so future report builders don't accidentally use the legacy field.

56

Compensation and Benefits Dashboard

Current Challenges:

Workday® is retiring the Compensation and Benefits dashboard, which previously gave managers a single place to view compensation and benefits information.

The issue is that over time Workday® has introduced newer tools for workforce insights. Keeping this older dashboard around alongside newer experiences started to create overlap and fragmentation.

Imagine opening three different streaming apps just to find the same movie. Everything technically works, but it's not exactly the smoothest experience.

That's essentially what was happening here. Managers could see compensation insights in multiple places, which made navigation a little messy and slowed down how quickly they could find the information they needed.

Our Perceived Value VS. Effort:

This update replaces the retiring dashboard with the Manager Insights Hub, which consolidates compensation, workforce insights, and related information into a more modern and integrated interface.

The value is moderate to high

As it simplifies the user experience and centralizes workforce insights for managers.

The effort is moderate

Since organizations may need to update internal navigation, reporting references, and communication materials to guide users toward the Manager Insights Hub.

What you need to do:

Workday® recommends that you stop using the Compensation and Benefits dashboard. You can configure reporting and your other processes to route to the Manager Insights Hub instead.

After retirement:

Confirm you replaced references to the dashboard to the correct section of the Manager Insights Hub.

For tasks not on the Manager Insights Hub, you can continue to find those tasks in global search and configure those tasks on other dashboards.

Compensation, integration

57

Request Compensation Change EIB - NOA Condition Rules [Federal]

Current Challenges:

Using an EIB integration based on the Request Compensation Change web service to add a compensation plan for a worker, didn't return the correct value for Block 12 - Total Salary in accordance with the configured NOA code's Condition Rule in the Details section of the worker's Personnel Action Request event.

This was interfering with mass compensation changes for a specific set of workers using said rules.

Our Perceived Value VS. Effort:

Compensation is a very delicate matter, this change provides good value with little effort.

Having the correct values as per NOA configurations for Block 12 is a matter of rules and regulations that cannot be ignored.

What you need to do:

With this change, the correct value will be returned based on the configuration within the Maintain Staffing Field Defaults > Personnel Action Request task for the Block 12 – Total Salary workers.

Core Human Capital Management

58

Feature Opt-Out Removed for Change Job Templates - New User Experience

Current Challenges:

Until now, organizations could opt out of the enhanced user interface for Change Job templates. That meant some job change processes ran on the new interface while others still used the legacy configuration.

And as you can imagine, that created a bit of a split personality in the system. Depending on the template, users might see completely different experiences when initiating a job change. For admins, that meant more complexity when managing templates, documenting processes, or explaining to users why the screen looked different this time.

Our Perceived Value VS. Effort:

Value:

Moderate value. The update standardizes how job change templates are managed and expands the ability to configure additional job change scenarios.

Effort:

Minimal. The update is applied automatically. Administrators may simply review the Maintain Change Job Templates task to determine whether they want to configure new template options available through the enhanced interface.

What you need to do:

Technically, nothing. The update is automatically applied.

That said, Workday® recommends reviewing your configuration in the Maintain Change Job Templates task and updating templates if needed.

If you haven't opted out previously, you likely won't notice any changes. If you had opted out, the system would automatically enable the enhanced experience in your tenant, and you'll start seeing new initiating actions in the Maintain Change Job Templates task.

If these initiating actions aren't configured yet, the system will continue using the legacy interface for actions like:

Change Contract Contingent Worker.

Change Job.

Change Location.

Request Transfer.

Start Job Change.

59

Staffing Field Updates to Support Workday® Graph API Schema

Current Challenges:

Some staffing-related fields were previously tied to the Staffing Event business object instead of the Worker Business Process object. That might sound like a small technical detail, but it created inconsistencies behind the scenes.

When data lived in slightly different places than expected, it made life harder for reporting, integrations, and Extend applications trying to retrieve worker data. Developers and admins sometimes had to work around these mismatches just to get the information they needed.

Our Perceived Value VS. Effort:

Value: Moderate to High (especially for integrations)

This update cleans up those mappings so staffing fields now align with the Worker Business Process object. The result is a more consistent data structure and expanded data availability through the Graph API.

For teams building integrations, reports, or Extend apps, that means worker data becomes easier to access and more predictable to work with. Think of it as a behind-the-scenes data cleanup that makes the system behave a little more logically.

Effort: None

This is an automatic correction applied by the system. There's no configuration required, and most users won't notice anything visually different.

What you need to do:

Nothing. There should be no functional change in the tenant.

These updates simply support the Worker Business Process query in Graph API v1 and allow

Extend applications to retrieve worker data more consistently through the Graph API.

60

Purge Worker Documents, Attachments, and Comments for Active and Terminated Workers

Current Challenges:

Most organizations accumulate mountains of worker documents, attachments, and comments over time. Think contracts, notes, uploaded files, all the little breadcrumbs that build up in an HR system.

The problem? Regulations like GDPR don't love digital hoarding.

Some of that data eventually needs to be permanently removed to comply with retention policies. Until now, systematically purging worker-related data in Workday® hasn't exactly been… elegant.

This update introduces Purgeable Data Types (PDTs), giving administrators a more structured way to permanently remove worker documents, attachments, and comments when those records reach the end of their retention life.

Basically: a controlled digital shredder for HR data.

Our Perceived Value VS. Effort:

Value: High

For organizations dealing with data governance, privacy regulations, and retention policies, this is a big step forward.

Instead of letting old data sit around like boxes in a forgotten storage room, admins now get real control over what stays and what gets removed.

It's the difference between "we should probably clean this up someday" and having an actual system that does it properly.

Effort: Moderate

Admins will need to configure purge plans and align them with internal governance and compliance policies before running permanent deletions.

Think of it like setting up the rules of the shredder before you start feeding documents into it.

What you need to do:

Configure a Purge Plan that defines which worker data should be permanently removed.

Typical steps include:

- Identifying the types of data that should be purged.
- Configuring the purge plan using the new Purgeable Data Types (PDTs).
- Running the purge process.

If you do nothing, your current retention practices stay exactly the same. The new functionality simply gives you a much cleaner way to manage data lifecycle when you need it.

61

Effective Dating for Service Dates SOAP Web Service

Current Challenges:

When updating service dates through the SOAP API, changes could previously be made without specifying an effective date.

At first glance that sounds harmless, but it could lead to some messy situations. Without an effective date, the system didn't always know when that change was supposed to take effect, which sometimes caused inconsistencies in calculations, reporting, and historical records.

It's a bit like updating someone's job title in a system but not saying when they got promoted. The information is technically there, but the timeline becomes fuzzy.

To fix that, the Edit Service Dates SOAP web service (v46.0) now requires an Effective Date whenever service dates are updated.

Our Perceived Value VS. Effort:

Value

Better data accuracy and historical clarity.

Requiring an effective date ensures that service date updates land exactly where they should in the timeline, which keeps calculations, historical records, and reporting aligned.

In short, the system now knows not just what changed, but when it changed, which is pretty important for HR data.

Effort

Low.

Integrations using this web service simply need to include the Effective Date field when sending updates.

What you need to do:

Review integrations that use the Edit Service Dates SOAP web service and confirm they include an Effective Date when updating service dates.

Workday® recommends using version 46.0 of the web service.

For older versions of the service (prior to v43.0), Workday® will automatically populate the Effective Date as follows:

Today's date if the hire is not in the future.

The hire date if the hire is in the future.

This helps maintain backward compatibility while ensuring the new effective dating logic is applied.

62

Worker Communications Engagement Type

Current Challenges:

Sending targeted employee communications hasn't always been straightforward.

A lot of organizations ended up relying on external tools, spreadsheets, or manually built distribution lists just to get the right message to the right people. Which usually meant bouncing between systems like a DJ switching tracks.

This update introduces a Worker Communications engagement type inside Engagement Builder, allowing administrators to send targeted, branded messages directly to workers from within Workday®.

Messages can be delivered through email, push notifications, or SMS (if Workday® Messaging is enabled), making Workday® more of a communication hub instead of just the system of record.

Our Perceived Value VS. Effort:

Value

Moderate operational value.

This brings employee communications closer to where the employee data actually lives. Instead of exporting lists and using external tools, teams can send targeted, branded messages directly from Workday®.

Think of it as moving from copy-pasting email lists into Mailchimp to having the messaging engine built right into the platform.

Effort

Moderate.

Organizations will need to configure Engagement Builder, security roles, and message templates before using it. If SMS notifications are required, a Workday® Messaging subscription is also needed.

What you need to do:

To enable this feature:

- Configure Engagement Builder and required security.
- Enable the Worker Communications engagement type.
- Create message templates using Message Builder.
- Configure notification channels (email, push, SMS).

Once configured, administrators can start sending targeted communications directly from Workday® instead of managing lists in external tools.

63

Self-Service Edit of Citizenship Status for Amend Form I-9

Current Challenges:

Fixing citizenship status on Form I-9 hasn't always been simple.

If a mistake was discovered, administrators usually had to rescind the original event and redo the form, which meant extra work and a not-so-clean audit trail. Think of it like having to delete a whole document just to fix one typo.

This update improves the Amend Form I-9 process so employees can correct their own information in Section 1 (Employee Information and Attestation).

Employers still review the update through Section 2 – Amend, keeping the verification step intact while making the correction process much smoother.

Our Perceived Value VS. Effort:

Value

High value for compliance and process efficiency.

Employees can now fix their own citizenship status when needed, while the system keeps a clear, auditable history of the change and ensures the employer verification step still happens.

So instead of tearing up the form and starting over, the system now lets you correct the record properly while keeping the paper trail clean.

Effort

Moderate.

Organizations need to update the Amend Form I-9 business process configuration and add the new Form I-9 Section 2 – Amend step.

What you need to do:

To enable this feature:

Update the Amend Form I-9 business process to include the Form I-9 Section 2 – Amend step.

Assign the appropriate security group for review.

Test the process before enabling it in production.

If these changes are not implemented, employees won't be able to modify their citizenship status through the amend process.

64

Generate AI Development Item

Current Challenges:

When generating a development item with AI, the system used to add some extra “decorations” behind the scenes. Specifically, it wrapped the content in HTML tags at the beginning and end of the Additional Information field.

In theory, that’s harmless. In practice, it was like ordering a perfectly good coffee and getting it served with three unnecessary paper cups stacked around it. The content was still there, but the formatting could create confusion, require manual cleanup, and occasionally affect how the text displayed.

In short: the AI generated the idea, but users sometimes had to do a little formatting housekeeping afterward.

Our Perceived Value VS. Effort:

Value: medium

This update doesn’t introduce a brand-new capability, but it does make the experience cleaner and easier to work with. AI-generated development items now appear without the extra HTML formatting, which means fewer small adjustments and less manual cleanup.

Think of it as the difference between getting a document that’s already formatted properly versus one where you have to delete random code snippets before sending it to someone.

Small change, smoother workflow.

Zero Effort!

No configuration, no setup, no action required. The improvement is automatically applied by the system.

What you need to do:

Nothing at all!

AI-generated development items will now populate the Additional Information field without the extra HTML markers.

The result: cleaner content, less manual editing, and one fewer tiny annoyance in the process.

65

Give Feedback Task

Current Challenges:

When someone left a feedback question unanswered in the Give Feedback task, the system displayed a message saying they could simply decline the question.

Sounds reasonable… except there was a catch.

If the Disable Decline Feedback option was enabled in the configuration, declining the question wasn't actually allowed. So the system was basically telling users, "Hey, you can decline this"… while the configuration was quietly saying, "No you can't."

It's the software equivalent of a door with a big "Exit Here" sign… that's actually locked.

This mismatch between the system message and the configuration could leave users confused when submitting feedback.

Our Perceived Value VS. Effort:

Medium value and zero effort!

This update simply makes the system messaging match the actual configuration, reducing confusion when users submit feedback.

No new functionality here. Think of it more like fixing a misleading sign in the UI so the system behaves exactly the way it explains itself.
Small tweak, clearer experience.

This is an automatic system behavior update, so no configuration or setup is required.

What you need to do:

Nothing at all!

The system now aligns the error message with the actual configuration, so users won't be told they can decline a feedback question when that option isn't available.

66

Put Applicant Language Abilities

Current Challenges:

When updating applicant language abilities through the Put Applicant web service, something annoying could happen behind the scenes.

Instead of updating the existing language record, the system could create a duplicate entry. So instead of improving the applicant's profile, the integration sometimes left you with multiple versions of the same language ability floating around.

It's similar to updating a résumé and discovering the system added another "Fluent in Spanish" entry instead of simply updating the existing one.

Over time, these duplicates could lead to messy recruiting data and inconsistent applicant records, especially in integrations that rely heavily on the API.

Our Perceived Value VS. Effort:

Moderate value, very low effort.

This fix improves data accuracy in recruiting integrations by making sure language abilities are updated instead of duplicated when the API is used.

In other words, the system now behaves the way most people expected it to behave in the first place. One record gets updated instead of multiplying like gremlins after midnight.

Cleaner applicant data, fewer duplicates, happier integrations.

What you need to do:

No action is required.

The system now automatically updates existing language abilities instead of creating duplicates.

One small recommendation for integrations: when sending updates through the web service, include all language abilities you want to keep. This prevents any abilities from being unintentionally removed during the update process.

67

Get Talent Statement Types

Current Challenges:

Previously, the Get Talent Statement Types web service could return more data than a user was actually allowed to see.

Because of the way the service handled segmented security, it might return talent statement types that technically existed in the system but weren't accessible to that user through the UI.

Imagine opening your Netflix account and suddenly seeing shows from someone else's profile. You don't want to watch them, but they still show up in the list. That's essentially what was happening here.

This mismatch between what the integration returned and what the user was authorized to access could create visibility inconsistencies and potential security concerns.

Our Perceived Value VS. Effort:

Moderate value, low effort.

This update aligns the web service with segmented security rules, ensuring users only retrieve the talent statement types they are actually authorized to access.

In other words, the API now behaves the same way the UI does. What you can see in the system is exactly what the integration will return.

This helps improve data security, consistency, and trust in integration outputs.

What you need to do:

Review integrations that use the Get Talent Statement Types web service.

Confirm that they still return the expected data once the new security filtering is applied.

68

Request Time Off for New Position

Current Challenges:

Employees moving into a new position sometimes ran into an odd problem when trying to request position-based time off.

If their worker or tenant time zone wasn't PST, the system could block the request when they tried to submit it on the effective date of the new position. Everything looked correct from the user's perspective, but the request would still fail.

Think of it like showing up to the airport with a valid ticket and passport, only to be told the system thinks your flight left yesterday because it's using the wrong time zone.

The result was confusing submission errors for employees who were simply trying to request time off tied to their new role.

Our Perceived Value VS. Effort:

Moderate value, very low effort.

This fix resolves a time zone–related issue that could block valid time off requests. Employees can now submit time off tied to their new position without running into unexpected errors caused by time zone differences.

For global organizations, this is one of those small fixes that quietly removes friction from everyday processes.

What you need to do:

No action is required.

Workers can now submit time off requests on the effective date of their new position, regardless of the worker or tenant time zone.

69

U.S. Federal - Personnel Action Request Business Process Consolidation

Current Challenges:

In U.S. Federal tenants, Personnel Action Requests (PAR) used to run as a separate sub-process inside larger staffing workflows.

The problem? You couldn't actually see or enter the PAR details until the process reached that specific step. Until then, everything related to the personnel action was basically hidden behind the curtain.

It's a bit like tracking a package and only seeing updates after it arrives at the next warehouse, instead of being able to see the full route from the start.

This setup limited visibility and sometimes slowed things down, since users had to wait for the process to trigger before they could work with the PAR details.

Our Perceived Value VS. Effort:

Moderate value, moderate effort.

This update allows Personnel Action Requests to be consolidated with parent business processes. That means users can view and enter PAR information earlier in the staffing process, rather than waiting for the sub-process to activate.

The result is better visibility across the workflow and a smoother experience for federal HR teams managing staffing events.

Think of it as bringing an important step out of the back room and onto the main stage of the process.

What you need to do:

To implement this update:

Consolidate the Personnel Action Request process with the relevant parent business processes.

Add the new Review Personnel Action Request task.

Assign the appropriate security groups to the task.

Once configured, users will be able to view and enter PAR information earlier in the staffing workflow, improving visibility and efficiency.

70

E-Verify Case Status Syncing for Terminated Workers

Current Challenges:

Previously, the E-Verify integration didn't always keep case status updates in sync for terminated workers.

Once someone left the company, their E-Verify case could essentially fall out of the sync process. That meant HR teams sometimes had to manually update records to make sure the information in the system still matched the official E-Verify status.

Think of it like a delivery tracker that stops updating the moment the package leaves the warehouse. The shipment still exists, but the system stops telling you what's happening with it.

The result was extra manual work and a higher risk of incomplete or outdated Form I-9 records.

Our Perceived Value VS. Effort:

Moderate value, very low effort.

The system now automatically includes terminated workers in E-Verify case status syncing, which helps keep records accurate even after an employee leaves.

In practice, this means fewer manual corrections and better compliance with Form I-9 tracking requirements.

It's a small behind-the-scenes improvement, but one that keeps the data cleaner and the process more reliable.

What you need to do:

No action is required.

If the SyncCaseStatus option is enabled, the integration will now automatically include workers terminated after December 2025 when syncing E-Verify case statuses.

71

Effective Dates for Custom Staffing Fields

Current Challenges:

Custom staffing fields didn't previously support effective dating. Once a code was created, it basically lived forever.

So if you needed to update or reuse a code later, the only real option was often to create a new one, which could quickly lead to duplicates and messy configurations.

It's a bit like having to create a brand new parking spot every time a car leaves, instead of simply reusing the one that's already there.

Over time, this made it harder to manage staffing field values, increased administrative effort, and raised the chances of configuration mistakes.

Our Perceived Value VS. Effort:

Moderate value, moderate effort.

Custom staffing field codes can now have effective date ranges, which means you can control when a code is active and when it isn't.

This makes it easier to manage changes over time and allows organizations to reuse codes once their previous date ranges have ended, as long as the ranges don't overlap.

The result is better data governance, cleaner configurations, and fewer duplicate codes.

What you need to do:

Update the relevant Maintain tasks to define From Date and Through Date ranges for custom staffing field codes.

If no action is taken, the system will continue displaying all existing codes and code reuse will not be possible.

72

Search by National ID for Contract Contingent Worker

Current Challenges:

When bringing in contract contingent workers, users had limited ways to search for someone who might already exist in the system. Typically, they had to rely on basic identifiers like name or email.

The problem is... those aren't always reliable.

Two people can share the same name, emails can change, and before you know it, the system ends up with two records for the same person simply because the existing one wasn't easy to find.

It's a bit like trying to find someone in your phone contacts but only being allowed to search by first name. If you know their number but can't use it, you're probably going to create a new contact instead of finding the right one.

That's how duplicate contingent worker records sometimes slipped into the system.

Our Perceived Value VS. Effort:

Moderate value, moderate effort.

This update allows users to search by National ID directly in the Contract Contingent Worker task.

Since National IDs are typically unique, this makes it much easier to identify existing records before creating a new contingent worker, helping reduce duplicate entries and improving data accuracy.

In short, it gives users a much stronger identifier to search with when bringing contingent workers into the system.

What you need to do:

Configuration is required.

To enable this functionality:

Enable the National ID section through the Configure Optional Fields task.

Ensure the appropriate security groups have access to the ID Information domains.

Once enabled, users will be able to search contingent workers by National ID, helping prevent duplicate records during the contracting process.

73

Worker Business Process and Correct Change Job in Workday® Graph API Schema

Current Challenges:

Extend apps didn't previously have full access to Change Job and organization assignment data through the Graph API.

That meant developers building integrations or custom apps sometimes hit a wall when trying to retrieve staffing information or interact with job change actions programmatically. Certain pieces of the worker lifecycle simply weren't exposed through the API, which limited what Extend apps could do.

It's a bit like having a powerful remote control… but half the buttons don't actually work. The functionality exists in the system, but the integration layer couldn't reach it.

As a result, retrieving or correcting staffing information through the Graph API was more limited than many integrations needed.

Our Perceived Value VS. Effort:

Moderate value, low effort.

The Graph API schema is now expanded to include:

A query to retrieve worker business process data.

A mutation to correct Change Job actions.

This gives Extend apps better access to staffing data and allows them to interact more effectively with job change processes.

In short, the API now exposes more of the worker business process layer, giving developers more flexibility when building integrations or Extend solutions.

What you need to do:

Review and configure the appropriate security domains for the new query and mutation.

If Extend apps need access to this functionality, use the View Security for Securable Item report to confirm the correct permissions are in place.

74

Job Profile SOAP Web Services

Current Challenges:

When updating a job profile through the Submit Job Profile web service, integrations had to be extremely careful.

If a field wasn't included in the request, the system could interpret that as "remove this value." So instead of simply updating a few attributes, the integration could accidentally wipe out other existing data.

To avoid this, integrations often had to send every single field every time, even if only one small thing was changing.

It's a bit like editing one sentence in a document but being forced to retype the entire page just to make sure nothing disappears.

That extra overhead made integrations more complex and increased the risk of unintended data loss.

Our Perceived Value VS. Effort:

Value:

Moderate to high value for integrations.

The Submit Job Profile and Get Job Profile web services are now improved so that missing fields no longer delete existing values.

In other words, integrations can update only the fields that actually changed without worrying about accidentally clearing other data.

Job profiles can also now be referenced using Workday® ID (WID), which simplifies how integrations identify and work with profiles programmatically.

Overall, this reduces the risk of accidental data loss and makes API interactions cleaner and more efficient.

Effort:

Low.

Most integrations will continue working as they are, but teams may want to adjust their logic to take advantage of the improved behavior.

What you need to do:

Adopt version 46.0 of the Submit Job Profile web service.

Test integrations that use Submit Job Profile or Get Job Profile.

Update integration logic if needed to leverage the new behavior or use WID references.

If no changes are made, existing integrations will continue to function but won't benefit from the improved behavior.

75

Talent Mobility Reporting

Current Challenges:

Most organizations want a clearer picture of how talent moves internally. Who's applying for internal roles? Who's getting promoted? Where is talent flowing across the organization?

The problem is that answering those questions hasn't always been straightforward. HR teams often had to build custom reports or stitch together multiple datasets just to understand what was happening.

It's a bit like trying to understand traffic in a city by watching a few random intersections instead of having a map that shows the full flow of cars.

Without a consolidated view, spotting internal mobility patterns could take time and extra reporting effort.

Our Perceived Value VS. Effort:

Value: Moderate strategic value

Two new reports now provide clearer visibility into internal talent movement:

Internal Application Trends.

Internal Mobility Trends.

These reports help HR teams understand how employees move within the organization, identify career progression patterns, and support workforce planning and talent strategy.

Instead of piecing together multiple reports, HR leaders can now see mobility trends more directly.

Effort: Moderate.

Organizations may need to configure access and ensure HR users have the appropriate security permissions to run the reports.

What you need to do:

Ensure HR users have View access to the required security domains.

Optionally add the reports to Suggested Links in the HR Partner Hub for easier access.

Optionally copy and customize the reports to match your organization's reporting needs.

If no changes are made, the reports will still be available to users who already have the appropriate security access.

76

Worker Connectors: Security and Integration Attributes

Current Challenges:

Worker connectors like Directory Service, Kronos Employee Extract, and Salesforce Worker Sync usually generate a bunch of extra files every time they run. Status files, message files, audit files. All of that gets produced automatically.

Those files are helpful when you're troubleshooting an integration that's acting weird. But most of the time, they just sit there like log files nobody asked for, creating extra output and sometimes exposing more information than necessary.

It's a bit like getting a full diagnostic report from your car every time you start the engine. Technically useful. Practically unnecessary most of the time.

For organizations focused on data governance and privacy, that extra output could also mean broader access to integration documents than intended.

Our Perceived Value VS. Effort:

Value: Medium to high value.

This update gives organizations more control over how much integration output gets generated and who can access it.

You can now suppress unnecessary audit and message files for worker connectors and apply more granular security controls to integration output documents.

In short, less noise, cleaner integration runs, and better control over sensitive data.

Effort: Low.

The capability is automatically available. Configuration is optional and only needed if your organization wants to adjust how integration outputs are generated or accessed.

What you need to do:

Optionally review integration settings to suppress audit and message files for worker connectors.

Optionally review security access to integration output documents if tighter controls are needed.

If no changes are made, integrations will continue running exactly as they do today.

77

Job Architecture and Service Date Updates in Workday® Graph API Schema

Current Challenges:

Until now, Extend apps didn't have great access to job architecture data through the Graph API. Things like job families, job levels, management levels, and service dates were harder to retrieve or maintain through integrations.

For teams building automations or integrations that rely on job structure, this created friction. Developers often had to jump between different APIs or build manual workarounds just to get the information they needed.

Think of it like trying to assemble a puzzle when half the pieces are stored in a different box. You can still finish the puzzle… but it takes a lot more effort than it should.

Our Perceived Value VS. Effort:

Value: High.

This update significantly expands the Graph API schema, allowing Extend apps to both read and maintain job architecture and service date data more easily.

That means developers can build more sophisticated automations, cleaner integrations, and better provisioning processes tied to job structure without relying on alternative APIs or complicated workarounds.

In short: more data access, fewer integration gymnastics.

Effort: Low to moderate.

The functionality is automatically available, but organizations will need to configure the appropriate security domains so integrations and Extend apps can access the new queries and fields.

What you need to do:

Review and configure security access for the new Graph API queries and fields.

Run the View Security for Securable Item report to identify and assign the appropriate security domains.

Once security is configured, integrations and Extend apps will be able to fully leverage the expanded Graph API capabilities.

78

U.S. Federal - Personnel Action Request Maintain Agencies

Current Challenges:

When processing Personnel Action Request (PAR) events that involved transfers between agencies, users previously had to manually type in agency codes.

And as anyone who's ever typed a long code into a system knows… that's where things get messy. Typos happen. Codes get mixed up. Reporting gets inconsistent.

It's a bit like asking someone to type a Wi-Fi password from memory every time instead of just selecting the network from a list. Possible? Yes. Error-prone? Also yes.

All that manual entry increased the chances of data inconsistencies, reporting issues, and compliance headaches.

Our Perceived Value VS. Effort:

Value: High.

This enhancement introduces a centralized way to configure and manage agency codes. Instead of typing codes manually, users can now select agencies from dropdown prompts during PAR events.

That small change makes a big difference. It improves data accuracy, compliance, and reporting consistency, while also making the PAR process much smoother for users.

Effort: Low to moderate.

Some initial configuration is required to create and maintain agencies using the new setup task, but once that's done, the experience becomes much simpler and more reliable for users.

What you need to do:

Configure agencies using the new Maintain Agencies task

Once configured, users initiating Personnel Action Request (PAR) events will be able to select agencies directly from dropdown fields instead of entering agency codes manually.

79

Restrict Job Profile Visibility by Country and Organization

Current Challenges:

In the past, job profiles were visible across the entire organization, regardless of country, company, or supervisory organization.

That sounds convenient… until it isn't.
Because when recruiters or HR users searched for a job profile, they could see profiles that didn't actually apply to their region or business unit. A hiring manager in Germany might accidentally pick a profile meant for the U.S., or a regional role could appear in places where it shouldn't.

It's a bit like opening Netflix and seeing every country's catalog at once. Technically everything is there, but it quickly becomes confusing and easier to pick the wrong thing.

This sometimes led to incorrect job selections, messy job architecture, and staffing errors.

Our Perceived Value VS. Effort:

Value: High.

This enhancement improves data governance and user experience by allowing organizations to restrict job profile visibility based on country or organizational structure. It helps maintain a clearer job architecture and reduces errors during staffing processes.

Effort: Low–Moderate

The functionality is automatically available, but organizations must configure restrictions on job profiles to take advantage of the feature.

What you need to do:

To restrict job profile visibility:

Ensure you have access to the Set Up: Job domain.

Go to Edit Job Profile or Create Job Profile.

Configure the restriction fields:

Restrict to Country: select the countries where the job profile should be available, or leave blank if it should remain globally available.

Restrict to Organization: select the supervisory organizations or companies where the job profile should apply.

Save the job profile to activate the restriction for staffing transactions.

80

U.S. Federal - Enhanced Business Process Correct for Personnel Action Request

Current Challenges:

Correcting Personnel Action Request (PAR) events hasn't always been easy.

Once a PAR was submitted or completed, the correction options were pretty limited. If someone realized that a field needed updating, HR teams sometimes had to jump through hoops or use workarounds just to fix the record.

For organizations dealing with federal reporting requirements, that could quickly turn into a headache. Certain data corrections were harder than they should be, and maintaining accurate records sometimes meant extra manual effort or creative problem solving.

Our Perceived Value VS. Effort:

Value: High.

This enhancement improves data accuracy and compliance by allowing more fields to be corrected directly within the PAR business process. It provides HR teams greater flexibility to maintain accurate employee records.

Effort: Low–Moderate

The functionality is available in the system but requires appropriate security permissions to allow users to initiate corrections.

What you need to do:

Review and update security permissions for the Personnel Action Request correction process.

Users can initiate corrections from Related Actions → Business Process → Correct on completed or in-progress PAR events.

Additional fields can now be corrected, including action details and agency data.

81

Correct Change Job

Current Challenges:

Correcting Change Job events hasn't always been the smoothest experience.

In many cases, once a Change Job was completed, fixing something afterward meant manual updates or extra steps, especially in high-volume environments. On top of that, only a limited set of fields could actually be corrected.

So if something like a position, supervisory organization, or headcount detail needed adjustment, HR teams sometimes had to work around the process instead of simply correcting the event.

It's a bit like realizing you typed the wrong address in an online order… but the system only lets you fix the zip code, not the street. Technically there's a correction option, but it doesn't always solve the real problem.

Our Perceived Value VS. Effort:

Value: High.

This enhancement introduces a Correct Change Job SOAP web service, allowing organizations to correct multiple Change Job events programmatically.

In addition, it expands the number of fields that can be corrected after the event is completed. That means HR teams and integrations have more flexibility and less manual cleanup when something needs to be fixed.

For organizations running high volumes of job changes, this can significantly reduce operational friction.

Effort – low

The feature is automatically available, but the appropriate security access must be granted in order to use the new web service.

What you need to do:

Grant access to the Staffing Actions: Correct Change Job domain.

If using the UI, ensure the Change Job event uses the enhanced user interface template.

If the enhanced UI is not enabled, corrections to the new fields must be done using the Correct Change Job web service.

New fields that can now be corrected include:

Headcount Change.

Supervisory Organization.

Position.

If no action is taken, corrections can still be done through the enhanced UI (when enabled), but the web service will not be available for high-volume correction scenarios.

82

Delete Worker Document SOAP API

Current Challenges:

Previously, the Delete Worker Document SOAP API did not allow organizations to make documents permanently nonrecoverable or delete documents attached to events through the web service. This limited the ability to fully remove sensitive documents through integrations and could create challenges for organizations with strict data retention or data minimization requirements.

Our Perceived Value VS. Effort:

Moderate value, low effort.

The update adds a Make Nonrecoverable flag and allows deletion of documents attached to events, supporting data minimization and document management.

What you need to do:

Use v46.0 of the Delete Worker Document web service to make documents nonrecoverable or delete documents attached to an event.

83

Delete Pre-Hires

Current Challenges:

Cleaning up pre-hire records used to involve two separate tasks.

Organizations relied on Delete Pre-Hires and Mark Pre-Hires for Deletion to remove pre-hire records from the system. It worked, but it split the process across multiple tools.

Think of it like having two different buttons to throw something away, depending on how the record was created.

Our Perceived Value VS. Effort:

Moderate value, low effort.

This update consolidates those capabilities into the Purge Person Data task.

The task now supports purging pre-hire records, including pre-hires associated with candidate profiles. Instead of relying on multiple deletion tasks, organizations can now handle cleanup through a single purge process.

Same outcome. Simpler path to get there.

What you need to do:

Start using the Purge Person Data task and update processes to use the new purge capabilities.

84

Effective Date of Role Assignments

Current Challenges:

When running reports based on the Current Delegations by Organization data source, results could sometimes come back… a little off.

If the report used Effective as of or Effective Date and Time filters, Workday® evaluated those filters using Pacific Standard Time (PST) instead of the user's configured time zone.

For organizations operating outside PST, that could shift the results and lead to incorrect role assignment data appearing in reports.

Think of it like scheduling a meeting in your calendar only to realize the system used someone else's time zone.

Our Perceived Value VS. Effort:

Moderate value, low effort.

This update corrects how role assignment results are calculated in reports using the Current Delegations by Organization data source.

Now, the effective date or time is evaluated using the user's selected time zone, ensuring that role assignments are returned accurately based on when the report is run.

In short: time zone alignment = accurate role assignment reporting.

What you need to do:

Run a custom report using the Current Delegations by Organization data source and confirm that role assignment results now align with the effective date or time used when running the report.

85

Management Chain Level Report Fields

Current Challenges:

Previously, when completing a job change, the Management Chain Level report fields (Levels 01–10) could sometimes return the wrong manager.

This happened when a worker was moved to a supervisory organization that also had a manager change on the same effective date.

Because both changes occurred simultaneously, the reporting logic could evaluate the hierarchy incorrectly, resulting in inaccurate manager data in reports and analytics that depend on the management chain.

Our Perceived Value VS. Effort:

Moderate value, low effort.

This update corrects how the manager is returned in the Management Chain Level 01–10 report fields when job changes and manager changes occur on the same effective date.

As a result, reports that rely on management hierarchy data now return the correct manager consistently, improving reporting accuracy.

What you need to do:

Complete a job change for an impacted worker and verify that the Management Chain Level report fields return the correct manager.

86

Time Type - Proposed Report Field

Current Challenges:

When running a custom report using the Time Type – Proposed field on the Employee Compensation Event for Ad Hoc business object, the system returned values based on the Pacific time zone, regardless of the user's actual location.

When the Time Zones feature was enabled, this behavior could lead to incorrect or misleading report values for users operating in different regions.

In other words, the report reflected PST instead of the user's time zone, which could shift the reported values.

Our Perceived Value VS. Effort:

Moderate value, low effort.

This update corrects the Time Type – Proposed report field, ensuring that values are now returned based on the time zone of the user running the report.

This improves reporting accuracy for organizations operating across multiple time zones.

What you need to do:

Run a custom report using the Time Type – Proposed report field on the Employee Compensation Event for Ad Hoc business object and verify that the returned value reflects the user's configured time zone.

87

Structure Dynamics and Performance and Potential Worklets

Current Challenges:

The Performance and Potential and Structure Dynamics worklets are being retired.

Organizations that rely on these worklets for quick access to workforce insights may need to adjust how users navigate to this information.

If internal documentation, training materials, or processes reference these worklets, users could experience confusion or broken navigation paths once they are removed.

Our Perceived Value VS. Effort:

Moderate value, low effort.

This update retires the Performance and Potential and Structure Dynamics worklets and consolidates their functionality into the HR Partner Hub.

The hub provides a centralized experience for HR partners, making workforce insights easier to access from a single location.

What you need to do:

Enable the HR Partner Hub and update any references to the retired worklets to point to the hub instead.

Make sure to validate the experience in Preview before the March 14, 2026 retirement date to ensure users can access the information through the new hub.

88

Manager History Report

Current Challenges:

Previously, the Manager History report and custom reports using the Managed From Date field could return incorrect dates when the Time Zones feature was enabled.

Instead of using the effective date of the manager change, the system calculated results based on the local time zone of the user running the report.

When organizational changes or worker transfers happened on the same day across different time zones, this could lead to inconsistent or misleading reporting results.

Our Perceived Value VS. Effort:

Moderate value, low effort.

This update corrects how Manager History report results are calculated.
Dates are now returned based on the effective date of the manager change, ensuring

consistent and accurate reporting regardless of the user's time zone.

What you need to do:

Run the Manager History report or a custom report using the Managed From Date field and verify that the dates reflect the effective date of the change.

89

Delete Safety Incident (Do Not Use)

Current Challenges:

The Delete Safety Incident (Do Not Use) task is being retired.

Organizations that previously relied on deleting safety incident records may need to adjust their processes. Directly deleting incidents can create gaps in audit trails and weaken the integrity of compliance-related data.

If current procedures or documentation still reference deletion, users may experience confusion or process gaps once the task is removed.

Our Perceived Value VS. Effort:

Moderate value, low effort.

This update retires the Delete Safety Incident task and shifts incident management to safer alternatives: Rescind Report Safety Incident and Update Safety Incident.

These options help preserve data integrity and audit history, ensuring safety records remain compliant and traceable.

What you need to do:

Identify any duplicate safety incidents and delete them if necessary, before the change.

After that, stop using the Delete Safety Incident task and begin rescinding incidents instead.

Make sure operational guidance and documentation are updated before the March 14, 2026 retirement date.

90

Clean Up Duplicate Safety Incidents (Do Not Use)

Current Challenges:

The Clean Up Duplicate Safety Incidents (Do Not Use) task is being retired.

If any internal documentation, training guides, or support procedures still reference this task, users may run into confusion once it disappears from the system.

Think of it like a button in an old version of software that everyone remembers… until one day it's simply not there anymore.

Our Perceived Value VS. Effort:

Moderate value, low effort.

This task is being replaced by the rescind functionality available through the Report Safety Incident and Update Safety Incident tasks.

Instead of relying on a separate cleanup tool, the process becomes part of the standard incident management workflow, which keeps things simpler and more consistent.

What you need to do:

Review and update any training materials or documentation that reference this task.

Make sure internal documentation reflects the new process before the March 14, 2026 retirement date.

91

Delete Safety Incident

Current Challenges:

The Delete Safety Incident option inside the Configure Optional Fields task is being retired.

In simple terms: the button disappears. If any training guides, internal documentation, or support playbooks still reference this option, users may start wondering where it went.

The Delete Safety Incident option inside the Configure Optional Fields task is being retired.

In simple terms: the button disappears. If any training guides, internal documentation, or support playbooks still reference this option, users may start wondering where it went.

Nothing breaks technically, but the instructions people follow might suddenly feel like an old IKEA manual that references parts that no longer exist.

Our Perceived Value VS. Effort:

Low value, low effort.

This functionality is simply being removed from the product and won't be replaced with anything new.

Think of it like an app quietly removing a feature almost nobody used. The system gets a little cleaner, and most users won't notice.

What you need to do:

This one is mostly housekeeping.

Review and update any training materials, internal documentation, or process guides that reference this option.

No system configuration is required, but documentation updates should be completed before the March 14, 2026 retirement date.

92

Workday® Gig Availabilities: 1-40 hrs/wk

Current Challenges:

Workday® currently provides system-fixed gig availability values ranging from 1–40 hours per week.

These values are being retired. The challenge is that many organizations may already reference them across different places in Workday® such as:

- Reports.
- Business process rules.
- Worker profiles
- Gig configurations.

Our Perceived Value VS. Effort:

Moderate value, moderate effort.

This update replaces the system-provided gig availability values with tenanted gig availabilities.

Instead of using values that are system-fixed, organizations will now manage gig availability values within their own tenant. That means they can enable or disable them as needed.

In short: gig availability becomes tenant-controlled instead of system-controlled.

What you need to do:

Update any configurations that reference the retiring gig availability values.

Convert them to the new tenanted gig availability items in the following areas:

- Reports.
- Business process rules.
- Workers.
- Gigs.

These updates should be completed before March 14, 2026, when the legacy values are officially retired.

93

Injury Illness Body Part

Current Challenges:

The Injury Illness Body Part (Do Not Use) report field on the Injury Illness business object is being retired.

Organizations currently using this field in custom reports will need to update those reports, as the field will no longer be supported once it is removed.

Our Perceived Value VS. Effort:

Moderate value, low effort.

This update replaces the retired field with the newer Injury Illness Body Part report field, which supports multiple selections.

This enhancement improves flexibility when reporting on injury or illness data.

What you need to do:

Update custom reports to use the new Injury Illness Body Part report field and review any related training material.

These updates should be completed before the March 14, 2026 retirement date to avoid reporting disruptions.

Core Human Capital Management, Career & Development

94

Label Update for Printing Talent Card PDFs

Current Challenges:

The action used to create a Talent Card PDF was labeled "Print PDF."

The problem? Nothing was actually being printed.

It was a bit like clicking a button that says "Call an Uber" and instead getting a screenshot of a car. Technically useful… but the label didn't match what was happening.

What the system was really doing was generating a downloadable PDF, not sending anything to a printer.

To clear that up, the labels have been updated:

Print PDF → Generate PDF on the Talent Cards tab.

Talent > Print Talent Card → Talent > Generate Talent Card PDF in the worker related actions menu.

No functionality changes here. Just clearer wording so the button finally says what it actually does.

Our Perceived Value VS. Effort:

Value

A small but nice usability improvement. The interface now uses language that reflects what the system is actually doing, which removes a little moment of confusion for users.

Nothing groundbreaking, but it's one of those "why wasn't it called that before?" fixes.

Effort

None. The update is automatic.

What you need to do:

Nothing at all!

The change is automatically available once the update is live.

Core Human Capital Management, Core Reporting

95

Primary and Additional Nationality Fields on Various Business Objects

Current Challenges:

Several Primary and Additional Nationality (Do Not Use) report fields across multiple business objects are being retired.

If your reports, calculated fields, or integrations still reference these fields, they may stop returning the expected data once the retirement happens.

In other words, if those fields are still wired into your reporting logic, this change could quietly break things behind the scenes.

Our Perceived Value VS. Effort:

Moderate value, moderate effort.

This update replaces the retiring nationality fields with new report fields designed to support configurable non-country nationalities.

Think of it as Workday® modernizing how nationality data is handled so it can support more flexible and complex nationality scenarios, instead of relying on the older structure.

What you need to do:

Update any reports and calculated fields that reference the retiring nationality report fields and replace them with the new report fields.

Also review any training materials or documentation that reference the old fields.

Make sure remediation is completed before the September 19, 2026 retirement date to avoid reporting disruptions.

Core Human Capital Management, Talent Acquisition

96

Job Requisition Subprocess

Current Challenges:

Some organizations automate backfilling by embedding the Create Job Requisition process directly inside the Termination business process. In theory, it's a smart setup. Someone leaves; the system immediately kicks off the replacement hiring process.

But there was a catch.

If users tried to copy details from a previous job requisition during that step, the process could throw an error when submitting the event. So instead of a smooth transition from termination to backfill hiring, the workflow could stall right at the finish line.

Our Perceived Value VS. Effort:

Value: Operational reliability

This update fixes that issue. Now, when a job requisition is created as part of the termination workflow, copying details from an existing requisition works as expected.

It's not a flashy feature, but it removes a small friction point that could interrupt a pretty important process. Termination and replacement hiring can now flow together the way they were intended.

Effort: None

The fix is applied automatically.

What you need to do:

Nothing at all!

The correction is automatic, and the process should now submit successfully without errors.

Core Payroll

97

Retro Processing for Terminated Worker

Current Challenges:

Previously, when running a retroactive payroll calculation for a terminated worker, Workday® could incorrectly reverse pay inputs that had already been processed through on-cycle payroll or an on-demand replacement. This issue typically occurred in scenarios where a worker was terminated mid-pay period, additional payments were created, and the termination date was later corrected while the pay period was still in progress.

As a result, valid payroll inputs could be unintentionally reversed during retro calculations, creating payroll inaccuracies and requiring additional manual corrections.

Our Perceived Value VS. Effort:

This update corrects the system behavior so that retro processing no longer reverses valid pay inputs that were already processed for a terminated worker under these conditions.

The value is medium to high

As it improves payroll accuracy and reduces the risk of incorrect reversals during retroactive calculations.

The effort is low

Since this is a system fix and does not require configuration changes. However, payroll teams should validate the behavior during payroll testing to ensure retro calculations work as expected.

What you need to do:

No configuration changes are required, as this is a system correction.

Payroll teams should review retro payroll scenarios involving terminated workers to confirm the corrected behavior.

During payroll testing, verify that pay inputs processed through on-cycle payroll or on-demand replacements are no longer reversed when retro calculations are run.

98

Retroactive Pay Calculation for Terminated Workers

Current Challenges:

Running retroactive pay calculations for terminated workers could sometimes produce incorrect results.

In certain scenarios, Workday® would revert or exclude a pay component from the final pay calculation. This typically happened when the same pay period included manual payments like ODR (On-Demand Replacement) or ODA (On-Demand Additional) transactions.

If a proration event created sub-periods, the retroactive calculation could generate an incorrect negative difference from the ODR payment, leading to inaccurate payroll results and extra manual corrections.

Our Perceived Value VS. Effort:

This update corrects the system behavior so that retro processing no longer reverses valid pay inputs that were already processed for a terminated worker under these conditions.

Value: Medium to High

This fix corrects the payroll logic so pay components are no longer incorrectly reverted or excluded during retroactive calculations for terminated workers.

In short: the math behaves the way payroll expects it to.

Effort: Low

This is a system fix, so no configuration changes are required.

What you need to do:

No configuration changes are required.

Payroll teams should validate retroactive pay calculations for terminated workers, particularly in cases involving manual payments, ODR, or ODA transactions within the same pay period.

During payroll testing, confirm that pay components are not incorrectly reverted or excluded from the final pay result.

99

Request and Review for the Payroll Input Business Process

Current Challenges:

The Request Payroll Input process hasn't always been the most flexible workflow.

If someone started a request but didn't have all the information ready, there wasn't an easy way to save it and come back later. At the same time, approvers had limited options to send requests back for correction.

And things could get even messier. In some cases, multiple delete requests for the same payroll input could be created. That opened the door to conflicting changes and made it harder for payroll teams to track what was actually happening.

It's a bit like having several people trying to cancel the same transaction at the same time. Suddenly you're not sure which request is the real one.

Our Perceived Value VS. Effort:

High value and moderate effort.

This update makes the payroll input workflow much more practical by introducing Save for Later and Send Back options.

That means initiators can pause and finish requests when they're ready, and approvers can return requests for corrections instead of forcing users to start over.

The system also prevents multiple delete requests for the same payroll input, reducing the risk of conflicting changes.

On top of that, new reporting fields improve visibility into payroll input requests, making it easier for payroll teams to track activity and maintain cleaner data.

Some configuration is required to enable the new workflow actions and make sure the right security access is in place for the reporting fields.

What you need to do:

Update the Business Process Definition:

Go to Edit Business Process Definition for Request Payroll Input.

Configure the Send Back action if you want to allow request revisions.

(Optional) Add validations or condition rules using the new report fields.

Configure Security Access:

Verify that Payroll Partner and Payroll Administrator security groups have access to:

Worker Data: Payroll (Payroll Input) domain.

Reports: Payroll Input domain.

(Optional) Update custom reports to use the new Requested Payroll Input Events data source and related report fields for better tracking.

If you do nothing:

The Save for Later option will still be available.

The system will automatically prevent multiple delete requests for the same payroll input.

However, the Send Back workflow and additional validations will not be used unless configured.

100

Payroll Input Request Actions

Current Challenges:

Sometimes the system lets you configure things that... don't actually work.

In this case, administrators could add a Rescind action step to the Payroll Input Request business process, even though that process doesn't support rescinding in the first place.

So the setup allowed it, but the step could never actually run. Which meant teams could end up with process steps sitting in the workflow that looked valid but were impossible to execute.

It's a bit like adding a "reverse" gear to a bicycle. The option exists on paper, but the bike was never built to do that.

That kind of configuration mismatch could easily lead to confusion during setup or troubleshooting.

Our Perceived Value VS. Effort:

Value

Low to medium.

This update removes the possibility of that configuration mistake by ensuring the Rescind action can't be added to the Payroll Input Request business process.

It's a small change, but it helps keep process configurations cleaner, clearer, and more aligned with how the system actually behaves.

Effort

Low.

The fix is automatically applied and doesn't require any configuration changes.

What you need to do:

No action is required.

Workday® will no longer allow the Rescind action step to be added to the Payroll Input Request business process.

101

Edit Payroll Input

Current Challenges:

Previously, users could still update the Company value on payroll input, even when the pay result detail was already locked.

And that's where things got risky.

Because once payroll results are locked, they're essentially considered final. Allowing changes to the Company field at that point could create inconsistencies in finalized payroll data. Not the kind of surprise anyone wants when reviewing payroll results or reconciling reports later.

It's a bit like editing the destination on a shipped package. The system says it's done, but the data suddenly tells a different story.

Our Perceived Value VS. Effort:

Moderate, with almost no effort required.

This update strengthens payroll data integrity by preventing edits to the Company field on payroll input once the pay result detail is locked.

In other words, once payroll results are finalized, the data stays protected from changes that could introduce inconsistencies.

The restriction is automatically enforced by the system.

What you need to do:

Nothing.

Once payroll results are locked, the system will automatically prevent updates to the Company field on payroll input. No setup or configuration required.

102

Job Profile and Job Family Report Fields

Current Challenges:

Payroll reporting has always been powerful… but sometimes getting the right context around payroll data required a bit of extra work.

Previously, payroll custom reports couldn't easily include Job Profile or Job Family information directly from payroll results. If teams wanted to analyze payroll by job structure, they often had to build additional report joins or workarounds to pull that data in.

And anyone who has built complex reports knows that every extra join is like adding another ingredient to a recipe. It works, but the dish suddenly takes a lot longer to cook.

Our Perceived Value VS. Effort:

Medium value, low effort.

This update introduces new report fields that allow payroll reports to directly include Job Profile and Job Family information from payroll results.

That means cleaner reports, fewer workarounds, and much easier analysis when you want to understand payroll trends by role, job structure, or job family.

For reporting teams, it's one less reporting gymnastics routine.

The feature is automatically available. Reports only need to be updated if you want to take advantage of the new fields.

What you need to do:

Nothing.

Once payroll results are locked, the system will automatically prevent updates to the Company field on payroll input. No setup or configuration required.

- Review your payroll custom reports.
- Add the new report fields if needed:
  - Job Profile.
  - Job Family.
- Test the report to ensure the fields return the expected payroll data.

If you do nothing:

- Existing reports will continue to work without changes.

103

Tax Authority Exceptions Web Services

Current Challenges:

Managing tax authority exceptions for pay component groups wasn't exactly automation-friendly.

Most teams had to update these exceptions manually in Workday®, or build custom processes to handle them. That made it harder to scale and even harder for organizations using EIBs or integrations to automate payroll configuration.

In short: something that should be integration-friendly still required a lot of hands-on work.

Our Perceived Value VS. Effort:

This update introduces new public web services that allow payroll administrators and integration teams to retrieve and submit tax authority exceptions for pay component groups using EIBs or integrations. The new services support retrieving and updating both standard pay component group exceptions and flat sum bonus exceptions.

The value is medium

Particularly for organizations that manage payroll configurations through integrations or automated data loads.

The effort is low

Since the feature is automatically available and does not require additional configuration to activate.

What you need to do:

No configuration changes are required to enable the feature.

Integration or payroll teams should review whether existing manual processes or integrations managing tax authority exceptions could benefit from using these new web services.

Ensure that users or integrations accessing these services have the appropriate permissions to the Set Up: Payroll (Calculations – Payroll Specific) domain.

Core Payroll, Data Access (Configurable) Security

104

Pay Group Prompt

Current Challenges:

Previously, when users in a user-based unconstrained security group ran payroll tasks like Run Retro Pay Complete or Run Retro Pay Cancel, the Pay Group prompt could show pay groups they didn't actually have access to.

In other words, the dropdown sometimes behaved like an overenthusiastic buffet, showing options that weren't really on the user's plate.

This could confuse payroll administrators and increase the risk of selecting a pay group outside their security permissions.

Our Perceived Value VS. Effort:

This update improves the security and usability of payroll tasks by ensuring that the Pay Group prompt only returns pay groups that the user has access to when running the Run Retro Pay Complete and Run Retro Pay Cancel tasks.

The value is medium

As it strengthens security alignment and simplifies the user experience for payroll administrators.

The effort is low

Since this is a system fix and does not require configuration changes.

What you need to do:

No configuration changes are required.

Payroll administrators should verify that when running Run Retro Pay Complete or Run Retro Pay Cancel, the Pay Group prompt only displays pay groups aligned with their security access.

Monitor payroll processes to confirm that the prompt behavior is consistent with expected security permissions.

Core Payroll, Global Payroll Connect

105

Global Payroll Hub and Payroll Processing Checklist for Workday® Payroll

Current Challenges:

For many payroll teams, managing a payroll cycle can feel like juggling information across half a dozen places at once. A report here, a spreadsheet there, a checklist living somewhere in a shared drive. Each tool helps with a piece of the process, but none of them show the full picture.

That fragmentation makes it harder to track tasks, monitor payroll activities, and maintain a clear audit trail. When information is scattered, visibility drops and the process becomes harder to manage.

This update strengthens the Global Payroll Hub by bringing those pieces together. It introduces structured payroll checklists and centralizes payroll insights in one place, making it easier to track payroll results, employee changes, payments, anomalies, and compliance across the payroll cycle.

Our Perceived Value VS. Effort:

Value: High.

This update centralizes payroll tracking in one place, improving transparency, auditability, and governance while reducing manual spreadsheets and reports. It creates a single source of truth for payroll period management.

Effort: Moderate.

Initial setup is required, including reviewing security domains and configuring checklist templates. However, once implemented, it reduces ongoing administrative work.

What you need to do:

Create a checklist template using the Maintain Global Payroll Processing Checklist Templates task.

Go to the Global Payroll Hub Summary page and locate the relevant pay group, run category, and payroll period.

Select Manage. If no checklist exists yet, the system will prompt you to create one.

After the checklist is created, select Manage again to open and edit it.

You can also manage the checklist from the Detail page by selecting the pay group from the Summary page.

Core Planning - Modeling

106

Access Rules on Data Entry Columns in Modeled Sheets

Current Challenges:

Previously, when multiple users worked on the same modeled sheet, everyone could see all the columns.

That meant sensitive or irrelevant data was often visible to people who didn't need it. To work around this, organizations usually had to create separate sheets for different user groups.

It worked… but it was like making three different versions of the same spreadsheet just so people wouldn't peek at the wrong column. More sheets to maintain, more complexity in planning, and more opportunities for things to get out of sync.

Our Perceived Value VS. Effort:

Value: High.

This update introduces column-level access rules for modeled sheets, allowing administrators to control exactly who can see which columns.

Instead of splitting data across multiple sheets, teams can now collaborate on one shared sheet while still protecting sensitive information.

Think of it like giving everyone access to the same document, but only showing them the sections relevant to their role. Finance sees finance data, HR sees HR data, and nobody has to manage five different versions of the same sheet anymore.

The result is simpler sheet management, stronger data protection, and smoother collaboration.

Effort: Moderate.

Some configuration is required to define which columns should be secured and to update the access rules.

Once set up, though, it reduces sheet duplication and simplifies long-term maintenance.

What you need to do:

Go to Administration → Access Rules.

Select Manage and ensure Account is enabled for access rules.

Click Manage Sheet Columns in the toolbar.

Select the modeled sheet and the columns you want to secure (Number, Date, Text, or Check box).

Click Save.

Update your access rules file using the format SheetName.ColumnName (example: Personnel.Bonus).

Import the updated access rules file to apply the column-level security.

Core Planning – Process & Workflow, Core Planning – Planning Hubs

107

Configurable Workflows

Current Challenges:

Previously, planning cycles relied on legacy Workflow and Process Tracker tools, which, let's be honest, felt a bit like trying to manage a modern airport with a clipboard.

They offered limited flexibility and automation, so teams often had to manage planning steps manually. Task routing, approvals, and data locking weren't always easy to control, and tracking progress across teams could get messy fast.

The result? Planning cycles that required a lot of coordination, follow-ups, and "who owns this step again?" moments.

Our Perceived Value VS. Effort:

Value: High

This update introduces a modern workflow framework designed to bring planning cycles into the present century.

Instead of juggling steps manually, organizations can now design workflows using a visual builder, making it easier to:

- Assign tasks automatically.
- Route approvals.
- Lock data during review stages.
- Track progress across the entire planning cycle.

Think of it like upgrading from a paper checklist to a mission control dashboard. Everything is visible, structured, and easier to manage.

The result is stronger governance, better visibility, and far less manual coordination.

Effort: Moderate

Some setup is required to enable the feature, configure permissions, and define the workflow structure.

But once it's in place, it dramatically simplifies how planning cycles are managed, especially for larger organizations.

What you need to do:

To enable the feature:

Go to Administration → General Setup and enable Enable Configurable Workflows.

Assign the required permissions to administrators:

Access Hubs.

Edit Hubs.

Manage Workflows.

Configure associations to dynamically route workflow tasks:

Navigate to Administration → Associations

Define relationships between users and levels.

Create a Planning Hub (or use an existing one) where workflow definitions will live.

Ensure all workflow participants have access to the hub and its related artifacts.

Use the graphical workflow builder to create and publish workflow definitions that launch planning cycles.

Note:

Enabling this feature will disable the legacy Workflow and Process Tracker framework, so make sure you're ready to transition before turning it on.

Core Planning – Sheets, Core Planning - Dashboards

108

Multi-Select Levels and Dimensions on Modeled Sheets

Current Challenges:

Previously, when working with modeled sheets, users could only select one level at a time in dashboard filters.

So if you wanted to analyze data across several segments, you either had to review each level individually or select a higher parent level and scroll through a lot of irrelevant data.

That made analysis slower, especially when comparing multiple regions, departments, or categories at once.

Our Perceived Value VS. Effort:

Value: High.

Users can now select multiple levels or dimensions at once, making it much faster to analyze and compare data across different segments and discover insights. It also creates a more consistent experience with dashboards, which already support multi-select filters.

Effort: Low–Moderate.

The feature is available by default, but administrators may optionally enable editing while viewing roll-up levels in modeled sheet settings.

What you need to do:

No action is required to use the feature.

(Optional) If you want users to edit data while viewing roll-up levels, enable Allow editing while viewing rollup levels in the modeled sheet properties.

Core Planning – Web Reporting

109

Transaction Reporting Performance

Current Challenges:

Over time, large volumes of transaction data can accumulate, which may slow down system performance and reporting.

Previously, cleaning up those transactions wasn't always straightforward. In many cases, deleting them required file imports or manual workarounds, which made routine maintenance more complicated than it needed to be.

Our Perceived Value VS. Effort:

Value: Medium

This update improves system performance and data maintenance by making it easier to remove old or unnecessary transactions.

Instead of relying on file imports or manual cleanup processes, administrators can now delete transactions directly from the interface, making it much simpler to manage large transaction volumes over time.

Effort: Low

The feature is automatically available and requires no setup.

What you need to do:

You can now delete transactions directly from the UI by navigating to:

Integration → Manage Transactions, where a new option allows you to delete transactions more easily without using file imports.

110

View Last Updated Date for Web Reports

Current Challenges:

Previously, it wasn't easy to see when a report had last been updated.

Which meant users often had to guess:Is this report fresh, outdated, or quietly abandoned somewhere in the tenant?

It's a bit like opening a shared Google Doc with no edit history. The numbers might look right... but you're never quite sure how current they are.

That uncertainty made it harder for teams to know which reports were still reliable and which ones might need a refresh.

Our Perceived Value VS. Effort:

Value: Medium

This update adds a Last Updated Date indicator for reports, giving users instant visibility into when a report was last modified.

It's a small change, but a helpful one. Now administrators and report owners can quickly spot reports that might need attention, cleanup, or updates.

Think of it as putting a "last checked" label on your reports so you know which ones are still maintained and which ones might be collecting digital dust.

Effort: Low

The feature is automatically available and requires no configuration.

What you need to do:

Navigate to the Reports page from the main menu.

Open a report folder.

Review the new Last Updated Date column to see when each report was last modified.

Core Reporting

111

Report Prompt Control

Current Challenges:

If you've ever run a custom report and been greeted by a prompt field with what feels like a million options, you know the struggle. Users end up scrolling, guessing, or picking combinations that technically exist… but don't make sense together. The result? Empty reports, confusing results, or five attempts before getting the right data. Not exactly the smooth reporting experience people were hoping for.

Our Perceived Value VS. Effort:

Value: Medium–High

This enhancement improves the reporting experience and usability by allowing report administrators to control which values appear in prompts. By filtering prompt options and creating dependent (cascading) prompts, users are guided toward valid selections, making reports faster to run and easier to use.

Effort: Low

The feature is already available, but it does require administrators to configure the prompt controls manually in the report.

What you need to do:

To configure prompt controls in a custom report:

- Access the Edit Custom Report task.
- Navigate to the Prompts tab.
- Locate the new Control Prompt Values column.
- Click the button in that column to open the configuration pop-up.
- Configure the prompt behavior by:
  - Filtering prompt values (e.g., limit payroll schedules to "Weekly Payroll").
  - Mapping a Parent Field to create dependent prompts (e.g., selecting a Company filters the available Years).
  - Using calculated fields to dynamically control default values or allowable ranges.

Key Notes:

The feature can limit prompts to relevant values, such as restricting date ranges or specific payroll schedules.

You can use Class Report Fields (CRFs) or calculated fields to dynamically determine prompt values at runtime.

If row and column grouping is enabled in a matrix report, the Control Prompt Values configuration button will be disabled, as the feature does not apply in that scenario.

112

Dynamic Row and Column Grouping on Matrix Reports

Current Challenges:

Matrix reports used to be a bit rigid. If you wanted to analyze the same data from different angles, you had to define the row and column groupings ahead of time.

That meant report builders often ended up creating multiple versions of the same report. One version grouped by organization, another by location, another by job profile… you get the idea. The more perspectives people wanted, the more duplicate reports appeared.

Over time, that translated into more maintenance, more implementation effort, and a reporting catalog that kept getting heavier.

Our Perceived Value VS. Effort:

Value: High

This feature allows users to dynamically group rows and columns when running matrix reports, making reports more flexible and reducing the need for multiple report variations. It improves reporting efficiency, simplifies maintenance, and enables faster data analysis.

Effort: Low

The feature is automatically available and requires no mandatory configuration. Administrators can optionally enable dynamic grouping when editing matrix reports.

What you need to do:

Edit the custom matrix report.

Go to the Matrix tab.

Enable:

Use Dynamic Row Grouping.

Use Dynamic Column Grouping.

Optional:

On the Prompts tab, select Populate Undefined Prompt Defaults and optionally define labels or default values for:

Display by Row.

Display by Column.

Run the report.

A few things to keep in mind

You can define up to 8 row groupings and 2 column groupings.

Calculated fields are not supported for this feature.

Worksheets currently do not support dynamic grouping.

113

Static Values in Composite Report Calculation Expressions

Current Challenges:

Previously, when building calculations in composite reports, users couldn't easily include static numbers directly in expressions. This often required manual workarounds, additional calculated fields, or external calculations, making report creation more complex and time-consuming.

Our Perceived Value VS. Effort:

Value: Medium

This update simplifies reporting by allowing static positive or negative values to be included directly in calculation expressions, reducing the need for workarounds and making financial and HCM report calculations more efficient.

Effort: Low

The feature is automatically available and requires no configuration.

What you need to do:

Create or edit a calculation expression in a composite report (row, column, or cell).

Add a static value directly into the expression using the expression builder.

Supported functions:

Sum.

Difference.

Multiply.

Divide.

Nested calculations are also supported.

Note:

If calculations overlap between rows and columns, Workday® prioritizes the column calculation.

If no action is taken, existing reports will continue to work as they do today with no changes.

114

Location Hierarchy on Composite Reports

Current Challenges:

Before this update, composite reports didn't play very nicely with location hierarchies.

You could still report on location data, but analyzing results across a geographic structure wasn't exactly smooth. If a team wanted to look at things like headcount or financial balances across regions, countries, and individual locations, it often required extra work in the report design.

It was a bit like having all the pieces of a map but no easy way to zoom from the continent level down to the city level inside the report.

So while the data was there, navigating through the geographic structure wasn't as flexible as many reporting teams wanted.

Our Perceived Value VS. Effort:

Value: Medium

This update allows composite reports to leverage location hierarchies directly through repeating column groups.

In practical terms, it means reports can now expand across the location structure, making it easier to analyze metrics across geographic levels.

For example:

- HR teams can analyze headcount by location hierarchy.
- Finance teams can review balances across regional structures.

Instead of manually building separate columns or reports, users can now expand the hierarchy and see the breakdown across locations directly in the report.

Effort: Low

The feature is automatically available and does not require system configuration.

It simply expands what composite reports can do.

What you need to do:

If you want to take advantage of this feature:

- Edit a composite report.
- Create a repeating column group on the column you want to analyze.
- In the Outline Structure prompt, select the location hierarchy you want to use.

Once configured, users will be able to expand the report columns along the location hierarchy, all the way down to individual locations.

115

Last Day of Employment in WQL

Current Challenges:

Previously, reports built with WQL output could return different results than Report Writer for worker data.

The reason? WQL didn't consistently use the Last Day of Employment date when pulling worker data.

So if someone compared the same report built in WQL vs. Report Writer, the numbers didn't always line up. Not ideal when you're trying to trust your reporting.

Our Perceived Value VS. Effort:

Value: Medium

This update improves data consistency and reliability by aligning WQL output with Report Writer logic for worker reporting.

In simple terms, both reporting methods will now use the same Last Day of Employment logic, so results match across tools.

For teams that rely on both WQL and Report Writer, this removes one of those quiet but frustrating reporting discrepancies.

Effort: None

The update is automatically applied and requires no configuration.

What you need to do:

No action is required.

Reports using WQL output for the All Active and Terminated Workers and Workers for HCM Reporting data sources will now automatically use the Last Day of Employment date.

This ensures consistent results across reporting methods, whether the report is built with WQL or Report Writer.

116

Worklet Report on Dashboard

Current Challenges:

Previously, when a dashboard worklet was based on a report with many rows, clicking View More could be slow. This made it harder for users to quickly access the full report results directly from the dashboard.

Our Perceived Value VS. Effort:

Value: Medium

This update improves performance and responsiveness, making it faster and smoother to expand report results from dashboards

Effort: None

The improvement is automatically applied.

What you need to do:

No action is required.

Users will simply experience faster loading when selecting "View More" on report-based worklets from dashboards.

117

Funnel Chart in Report Writer

Current Challenges:

Previously, Report Writer had limited visualization options for analyzing processes with multiple stages. This made it harder to clearly see where data drops off across steps, such as in recruitment pipelines or sales processes.

Our Perceived Value VS. Effort:

Value: Medium

Funnel charts make it easier to visualize sequential processes and quickly identify drop-offs between stages, improving data analysis and decision-making.

Effort: Low

The feature is automatically available for Matrix and Trending reports.

What you need to do:

To use a funnel chart:

Edit a Matrix or Trending custom report.

Go to the Output tab and ensure the output includes Chart.

Select Funnel as the Chart Type.

Choose the stage field (legend) and the metric to measure.

The chart will automatically display stage values, metrics, and conversion rates through interactive tooltips.

118

Scatterplot Charts in Report Writer

Current Challenges:

Previously, Report Writer didn't offer an easy way to visualize relationships between two metrics.

So if you wanted to understand how two variables related to each other, like performance vs. compensation or headcount vs. cost, you were mostly stuck looking at tables.

That made it harder to quickly spot correlations, trends, or unusual data points, especially when analyzing larger datasets.

Our Perceived Value VS. Effort:

Value: Medium–High

This update introduces scatterplot charts in Report Writer, making it much easier to analyze relationships between two variables.

Instead of scanning rows of numbers, you can now visually see patterns such as:

- Correlations between metrics
- Clusters of similar data points.
- Outliers that may need investigation.

Think of it like turning a spreadsheet into a map of your data, where patterns jump out immediately.

Effort: Low

The feature is automatically available for Matrix and Trending reports, with no additional configuration required.

What you need to do:

To use a scatterplot chart:

- Create or edit a Matrix or Trending custom report.
- Go to the Output tab.
- Select Scatterplot from the Chart Type dropdown.
- Assign metrics to the Horizontal Axis and Vertical Axis.
- (Optional) Add a Color dimension or enable quadrants to highlight performance or risk areas.

This visualization helps you quickly identify correlations and outliers in your data.

119

Timeout Parameters in Reports-as-a-Service (RaaS)

Current Challenges:

RaaS report calls run with a hard timeout of 6 hours. That timer was fixed. No adjustments, no negotiation.

For integrations, that's not always practical. Some reports should fail fast if something goes wrong, while others might legitimately need more time depending on how complex they are.

So teams were stuck using the same one-size-fits-all timer, even when the situation clearly called for something more flexible.

Our Perceived Value VS. Effort:

Value: Medium

Now integrations can bring their own timer.

This update allows RaaS requests to override the default timeout by passing a custom value in the request header. Integrations can now decide how long they're willing to wait for a report to finish before calling it quits.

That means better control over report execution, fewer unnecessary long-running calls, and more predictable integration behavior.

Effort: Low

Nothing changes unless you want it to.The feature is already available and only requires adding a parameter to the request.

What you need to do:

Add the wd-request-timeout parameter to the RaaS request header.

Set the timeout value in milliseconds based on the desired execution time.

If you do nothing:

Workday® will continue using the default timeout of 6 hours for RaaS calls.

120

Hierarchies and Measures on Custom Composite Reports

Current Challenges:

Sometimes the problem wasn't the report… it was the drill-down.

When users tried to drill into hierarchies or measures inside a custom composite report, Workday® could throw an error instead of showing the next level of data.

So you'd click expecting to explore deeper and instead hit a dead end.

Imagine opening a folder on your laptop and getting an error message just for trying to see what's inside. The data was there, but getting to it wasn't always smooth.

That made exploring report results harder than it should have been.

Our Perceived Value VS. Effort:

Value: Low–Medium

This update fixes the issue so users can drill into hierarchies and measures without errors when working with custom composite reports.

In simple terms: the drill-down now works the way users expect. Click a number, explore the data behind it, keep moving through the report.

Small fix, but it removes friction from everyday report analysis.

Effort: Low

Nothing to configure.

The fix is automatically applied.

What you need to do:

Nothing. This is one of those rare upgrades where the best action is simply use it.

Open any custom composite report.

Drill into hierarchies or measures as needed.

Workday® now displays the underlying data correctly without throwing errors.

Before, drill-downs could occasionally break the exploration flow.

Now they behave the way a drill-down should: click → see more detail → keep analyzing.

Document Tools

121

Using Standard Reports with Document Layouts

Current Challenges:

Until now, document layouts in Workday® Docs could only pull data from custom reports.

So even if a standard report already had the data you needed, you still had to build and maintain a separate custom report just to generate the document.

For teams creating things like letters, forms, or other business documents, that meant extra configuration, more reports to maintain, and a slower process overall.

Our Perceived Value VS. Effort:

Value: Medium

This update simplifies document creation by allowing standard reports to be used directly as data sources for document layouts.

In practice, this means you can often skip creating a custom report entirely and just use an existing standard report.

Less duplication, fewer reports to maintain, and a faster way to build documents in Workday® Docs.

Effort: None

The feature is automatically available and requires no setup.

What you need to do:

No action is required.

When creating a document layout, you can now select Standard Report as the report type using the new filter option in the Create Document Layout window.

Financial Aid

122

Packaging Regulatory Update

Current Challenges:

New U.S. Department of Education regulations change how financial aid must be calculated using the Student Aid Index (SAI).

Previously, the packaging logic evaluated need at the individual academic-period level. The new regulatory model, however, requires institutions to consider all academic periods within a packaging period together. Because of that mismatch, the old logic could lead to inconsistencies in how financial aid awards were calculated.

Our Perceived Value VS. Effort:

Value: Medium

This update aligns the financial aid packaging process with the new regulatory model by evaluating all academic periods within a packaging period together using a single SAI value.

In practice, that means:

- Packaging jobs automatically include all academic periods within the packaging period.
- Awards are evaluated across multiple periods together, instead of period by period.
- A new View Data Used for Financial Aid Award task improves transparency into how awards are calculated.
- New report fields and audit data make reporting and compliance easier.
- Improved failure messages help identify issues with outdated packaging logic.

For institutions managing large financial aid programs, this reduces guesswork and improves confidence that awards follow the latest federal rules.

Effort: None

Institutions will likely need to review existing packaging setups, update reports, and train staff on the updated packaging behavior.

What you need to do:

Configure the Manage: Financial Aid Awards domain.

Add the new report fields to your custom reports.

Change the calculation frequency to Award Year for subsidized and unsubsidized loan award items.

If no action is taken, packaging jobs for award years 2024–2025 and later will automatically use the new logic. When packaging a student for a single academic period, Workday® will also evaluate other periods that belong to the same packaging period.

Financial Aid, Business Process

123

Copy Business Process Configuration

Current Challenges:

When using the Copy or Link Business Process Definition task from the related actions menu of a business process, an error could appear if the BP contained a service step. That meant administrators couldn't easily copy certain business processes that included those steps.

Our Perceived Value VS. Effort:

Value: High

Copying business processes is something admins do all the time when building or adjusting workflows. This fix removes the error, making it easier to duplicate BPs that include service steps and keep configuration work moving without interruptions.

Effort: None

The correction is automatic.

What you need to do:

Use Copy or Link Business Process Definition from the related actions menu of a business process with a service step.

This also applies when using the Rule Based Workflow Definition Name option.

Globalization, Discovery Boards, Adaptive Planning & Consolidation

124

2026R1 Language Translations

Current Challenges:

When you're running Workday® across multiple countries, language coverage matters more than people think.

In previous releases, some features weren't fully translated across all supported languages. That meant global teams sometimes ran into screens where parts of the interface were translated... and other parts were still in English.

It didn't break functionality, but it could slow people down and make certain tools harder to adopt, especially for users who rely on Workday® in their local language.

And during the release preview period, translations could also appear partially complete while Workday® finalized them.

Our Perceived Value VS. Effort:

Value: High

This update expands language support across several products, including:

- Contract Intelligence and Contract Lifecycle Management.
- Adaptive Planning.
- Discovery Boards.

Providing more complete translations helps global teams navigate Workday® more comfortably in their preferred language, which improves usability and reduces friction when adopting new features.

For organizations with international teams, this kind of update tends to quietly improve the day-to-day experience for users.

Effort: Very Low

There's nothing to configure. The translations are automatically available, and users simply access Workday® in their selected language.

What you need to do:

No action is required.

Workday® now includes additional translations for:

Contract Intelligence and Contract Lifecycle Management: French (France), German, Spanish.

Adaptive Planning: Indonesian.

Discovery Boards: Chinese (Simplified), Chinese (Traditional), Dutch, French (France), German, Italian, Portuguese (Brazil), Spanish (Neutral).

Growth and Mobility

125

Skills Cloud Skill Descriptions

Current Challenges:

In many organizations, skills are listed by name... and that's about it. No clear definition, no shared understanding, just a title floating around in the system. One team might think "Data Analysis" means building dashboards, while another thinks it means writing Python scripts. Same skill, completely different interpretations.

When that happens, things get messy fast. It becomes harder to standardize skill frameworks, analyze workforce capabilities, or support things like internal mobility. If no one agrees on what a skill means, building a skills-based strategy starts to feel like assembling IKEA furniture without the instructions.

Our Perceived Value VS. Effort:

Value: Medium

This update introduces AI-generated skill descriptions powered by a Gemini large language model. Instead of relying only on a skill name, the system can now provide structured descriptions that explain what that skill includes.

These descriptions add helpful context, like the knowledge areas involved or how the skill might be used professionally. The result is more consistent definitions across the organization, which makes skills easier to understand, analyze, and apply in talent strategies.

It's a small change with a meaningful impact, especially for organizations trying to mature their skills-based workforce planning.

Effort: Low

Turning this on is simple. Once enabled, the AI-generated descriptions automatically become available and can be used in reporting.

What you need to do:

To enable the AI-generated skill descriptions:

Open the Maintain Feature Opt-Ins report.

Enable the Skill Descriptions feature.

Once activated, the descriptions will appear in the View Skills Cloud Skills reports used in administrative tasks.

Optional:

If you want to include these descriptions in custom reporting, you can use the Skill Description report field on the Local Skill business object.

Home Experience, Mobile Applications, Workday® AI

126

The New Workday® Experience for 2026R1

Current Challenges:

The previous Workday® interface often required too many clicks and too much context switching to get simple things done.

Users frequently had to jump between pages, menus, and tasks just to complete a workflow across HR, Finance, or other areas.

Compared to modern consumer apps, the experience could feel less intuitive and slower to navigate, especially for users who rely heavily on search and quick access to tasks.

Our Perceived Value VS. Effort:

Value: Medium

This update introduces a modernized Workday® experience with a cleaner interface, improved navigation, and a more search-first design.

Think of it as moving from an older app layout to something that feels closer to the way modern tools work today.

The update helps users work faster and with fewer clicks by:

- Introducing a new navigation sidebar.
- Improving how users move between tasks.
- Making search a more central part of the experience.

Overall, it makes the platform feel simpler and easier to move around in, especially for everyday tasks.

Effort: Very Low

The feature is automatically enabled in Preview and Production tenants.

Organizations may want to review tenant branding or communicate the interface changes so users know what to expect.

What you need to do:

No action is required unless you prefer to opt out.

To opt out:

Access the Maintain Feature Opt-Ins report.

Locate The New Workday® Experience feature.

Select it to opt out.

Optional:

Review tenant branding to apply your organization’s colors to the new interface elements.

If needed, disable the Global Navigation Sidebar in Edit Tenant Setup – System.

Integration

127

Fast Inbound SFTP File Transfers for EIBs and Integrations

Current Challenges:

When Workday® retrieves files from an SFTP server for inbound EIBs or document retrieval integrations, transfers traditionally happen sequentially. For large files or integrations pulling data across regions, this can slow processing and extend integration runtimes.

Our Perceived Value VS. Effort:

Value: High.

Workday® introduces an optional Fast File Transfer Mode that uses parallel retrieval to download file segments at the same time. The result is faster processing for inbound EIBs and integrations, especially when handling large data volumes.

Effort: Low

It's simply a setting you can enable in the integration configuration.

What you need to do:

Existing inbound EIBs and document retrieval integrations:Fast File Transfer is disabled by default. To use it, edit the integration configuration and enable Fast File Transfer.

New inbound EIBs or document retrieval integrations:Fast File Transfer is enabled by default, but you can disable it if needed.

No SFTP server configuration changes are required.

128

Retrieve Technical Files

Current Challenges:

Retrieving technical files for integrations could be a roundabout process, making it harder to quickly access the information needed to troubleshoot issues.

This update improves the Retrieve Technical Files related action on integration events. Using the Other Technical Files option, files can now be retrieved asynchronously and packaged into a ZIP file, which is delivered to the My Tasks section.

Our Perceived Value VS. Effort:

High value with low effort.

With this feature, it's easier to gain the information to identify and fix any issues with integrations.

What you need to do:

Use the Retrieve Technical Files related action and select Other Technical Files.

For Get Event Document files and Static Schema files, the system extracts them immediately and displays them on the Messages tab of the integration.

129

WQL Empty Numeric and Boolean Values for Related Business Objects

Current Challenges:

WQL queries sometimes returned inconsistent results for numeric and Boolean fields in Related Business Objects (RBOs).

If those fields were empty, the response could vary depending on the context, making integrations and queries harder to interpret.

Now, WQL standardizes this behavior:

Empty numeric fields return 0.

Empty Boolean fields return false.

In other words, instead of returning "nothing," Workday® now returns a predictable value.

Our Perceived Value VS. Effort:

Value: High

Query results become more consistent and easier to handle in integrations or applications.

Think of it like replacing a blank space with a clear answer. Your system no longer has to guess what "empty" means.

Effort: Low

Most organizations won't need to change anything unless their application logic specifically checks for null values.

What you need to do:

Review your application logic, if needed, to ensure it handles numeric and Boolean responses correctly.

If no action is taken, WQL will automatically return:

0 for empty numeric fields.

False for empty Boolean fields.

No configuration is required.

130

Eligible for Rehire - Former Worker (Do Not Use)

Current Challenges:

The report field Eligible for Rehire – Former Worker (Do Not Use) is being retired.

A newer report field already replaces it, making the old one redundant.

Keeping both fields around can create confusion in reports, especially when building or maintaining reporting logic.

Our Perceived Value VS. Effort:

This is a minor change, a report field being retired with a replacement already in its place. The new one allows for a single select option instead of a binary one.

What you need to do:

If any of your reports use the field scheduled for retirement, replace it with the new report field.

Otherwise, no action is required.

131

RDS: Staffing Events, Termination Events, Workers by Job (Do Not Use)

Current Challenges:

Several Report Data Sources (RDS) are being retired. These older sources were tied to specific staffing and worker reports and are now considered outdated.

The retiring data sources include:

- Inbound Staffing Events for Organization in Date Range (Do Not Use).
- Internal Staffing Events for Organization in Date Range (Do Not Use).
- Outbound Staffing Events for Organization in Date Range (Do Not Use).
- Staffing Events Inbound and Outbound for Organization in Date Range (Do Not Use).
- Termination Events Approved for Organizations and Subordinates from Organization and Date Range Params (Do Not Use).
- Workers by Job Family (Do Not Use).
- Workers by Job Family Group (Do Not Use).
- Workers by Job Profile (Do Not Use).
- Workers for an Organization and Subordinate Organizations (Do Not Use).

Workday® is replacing these with simpler and more flexible reporting sources.

Our Perceived Value VS. Effort:

A number of Report Data Sources are being retired, with their much more streamlined replacements already in place:

- Staffing Activities.
- Workers for HCM reporting.
- Workers by Organization.

What you need to do:

Review any custom reports or training materials that reference the retiring data sources.

If needed, update them to use the new RDS options for reporting.

Integration,
Core Payroll

132

Check Printing Connector Integration

Current Challenges:

The Core Connector: Payroll Check Printing (Enhanced Performance) integration template is being updated to improve how check data is sent to banks, especially those that don't support newer integration methods.

Our Perceived Value VS. Effort:

High value, low effort.

Providing correct financial information is very much essential. This feature improves the performance of the integration template for ease of use.

What you need to do:

Automatically available. The improvement in performance might be noticed when using the Core Connector: Payroll Check Printing (Enhanced Performance)

Learning

133

Mass Express Interest

Current Challenges:

Previously, training demand was mostly captured one employee at a time.

If someone wanted to take a course, they expressed interest individually. That worked fine for single requests, but it made it harder for organizations to spot learning needs across teams, departments, or locations.

As a result, identifying patterns in training demand or emerging skill gaps often took longer, especially when multiple people needed the same training.

Our Perceived Value VS. Effort:

High value, low effort.

This feature allows managers and role-based groups to express interest in training for multiple employees at once.

Instead of collecting requests one by one, organizations can now capture demand at scale, making it easier to:

- Identify workforce development needs.
- Plan training more strategically.
- Spot skill gaps earlier.

It gives learning teams better visibility into what people actually need, so training programs can be planned more proactively.

Effort: Moderate

The feature requires domain security configuration, and optionally setting up notifications so managers are alerted when relevant course offerings become available.

What you need to do:

Configure domain security by enabling the Manage: Mass Express Interest domain and granting View and Modify permissions.

Use the Mass Express Interest task to select learners and express interest in a course offering.

(Optional) Configure notifications in the Manage Course Offering business process to alert managers when a relevant offering is scheduled.

Note:

This feature is desktop-only.

Workday® prevents duplicate interest submissions or interest for learners who are already enrolled.

If no action is taken, the Mass Express Interest task and button will not be available to managers or role-based groups.

Notifications and Alerts

134

AI-Generated Translations in Notification Designer

Current Challenges:

If your workforce spans multiple countries, notifications rarely live in just one language. HR teams often need to send the same message to employees in Spanish, French, German, Portuguese... the list goes on.

Until now, that meant a lot of manual work. Administrators either translated notification templates themselves or managed translations outside the system and copied them back in. It worked, but it slowed things down and added extra effort every time a new communication needed to go out.

This update introduces AI-generated translations directly in Notification Designer, making multilingual communication much easier to manage inside the platform.

Our Perceived Value VS. Effort:

Value: High for global organizations

Think of it as adding a translation assistant to your notification workflow. Instead of manually translating every template, administrators can now generate translations automatically using AI.

The feature helps organizations roll out communications faster, especially when messages need to reach employees across multiple regions at the same time. It reduces manual translation work while keeping everything centralized in Notification Designer.

Effort: Moderate

The feature needs to be enabled in tenant settings, and organizations may also need to confirm that their subscription supports AI translations.

Once activated, administrators can generate translations, adjust languages in the translations panel, and manually refine the text if needed.

What you need to do:

Check your subscription agreement In Workday® Community, verify whether your organization uses UMSA or MSA.

If you are on UMSA

The feature is automatically available. You only need to enable it in Workday®.

If you are on MSA

First enable Globalization Services through the Innovation Services Opt-In task.

Enable the feature in Workday® Go to Edit Tenant Setup – System and select Enable Machine Translations for Notification Designer under Communication Tools Settings.

What Happens if You Do Nothing?

Nothing changes in your current process. You simply won't be able to generate AI translations in Notification Designer. You can still create multilingual notifications manually using Copy from Base Language and entering translations yourself.

Onboarding

135

Put Onboarding Notification

Current Challenges:

When migrating onboarding notifications using the Put Onboarding Notification web service, the system used to allow notifications to reference calculated fields that didn't actually exist in the target tenant.

And the tricky part? The configuration looked perfectly fine during migration. No warnings, no errors. Everything saved successfully.

But when onboarding actually ran… the notifications simply never went out.

It was one of those frustrating situations where everything appears correct until the moment it matters. Kind of like scheduling an email campaign and later realizing the contact list never existed.

Now the system blocks the migration if referenced calculated fields are missing. Instead of silently accepting a broken configuration, the web service throws a clear error message telling administrators that the required fields need to be migrated first.

Our Perceived Value VS. Effort:

Value: High

Reliability improvement, the system now prevents incomplete migrations and eliminates silent notification failures. It improves deployment integrity and reduces post-go-live surprises.

Effort: Minimal

The change is automatically applied but may require migrating missing fields before loading notifications.

What you need to do:

Ensure any calculated fields referenced in onboarding notifications exist in the target tenant before migrating notifications.

If you receive the new error message:

Migrate the missing external fields first.

After migrating the required fields, run the Put Onboarding Notification web service again to load the notifications.

136

Assign Onboarding Plan Task

Current Challenges:

If you've ever run the Assign Onboarding Plan task and felt like the system was taking its sweet time loading the Event for Onboarding Plan Assignment prompt… you weren't imagining it.

When there were a lot of onboarding events to retrieve, that selection list could take longer than expected to load. Not a show-stopping problem, but definitely one of those little friction points that slows things down, especially for teams assigning plans in bulk.

It's the classic "waiting for the dropdown to wake up" moment.

Our Perceived Value VS. Effort:

Low impact, but a nice quality-of-life improvement. Zero effort.

This update improves performance when selecting onboarding events, making the Assign Onboarding Plan task faster and smoother to use.

Sometimes the best fixes are the quiet ones that just make things feel snappier.

The improvement is applied automatically and doesn't require any configuration.

What you need to do:

No action is required.

Users will experience faster loading of options when using the Assign Onboarding Plan task.

Onboarding, Integration

137

Get Onboarding Notification Web Service

Current Challenges:

The Get Onboarding Notification web service wasn't always returning the correct version of onboarding notifications. Even when the right notifications existed in the system, the service could surface an outdated or incorrect version.

Our Perceived Value VS. Effort:

Value: Moderate

This fix ensures the web service now returns the correct onboarding notification version, helping onboarding communications run as expected.

Effort: None

The correction is automatic.

What you need to do:

Run the Get Onboarding Notification web service as usual. It will now return the correct notification version.

Onboarding, Talent Acquisition, Candidate Engagement

138

Inactivate Onboarding Plans

Current Challenges:

Over time, onboarding plans tend to pile up.

New processes get introduced, workflows evolve, and suddenly you're staring at a list of onboarding plans that includes the current version… the previous version… and the "we tried this once in 2021" version.

Previously, if a plan was outdated, there was no simple way to deactivate it. Your only option was deleting it entirely.

That created two problems:

Old plans still cluttered selection lists.

Admins risked assigning the wrong plan to new hires.

It's the HR equivalent of having ten versions of the same PowerPoint in a folder called:Final, Final_v2, Final_ReallyThisTime, Final_NEW.

Technically they're all there… but nobody is confident which one should actually be used.

Our Perceived Value VS. Effort:

Medium value, low effort.

This update introduces the ability to inactivate onboarding plans instead of deleting them.

That means outdated plans can be removed from active use while still remaining in the system for reference, auditing, or copying.

Admins get cleaner plan lists, and organizations reduce the risk of accidentally assigning an outdated onboarding experience to new hires.
Think of it like archiving old documents instead of shredding them.

The feature is automatically available.Admins simply choose the Inactivate option when they want to retire a plan.

What you need to do:

To inactivate an onboarding plan:

Go to the Onboarding Planner.

Find the plan you want to deactivate in the Plans section.

In the Actions column, select Inactivate.

You can also do this through:

Related Actions → Onboarding Plan → Inactivate

Note: Important

Once a plan is inactivated, it cannot be reactivated.

If you need to reuse it later, the best approach is to copy the inactive plan and create a new version.

139

Onboarding Plans: Manager Task Visibility

Current Challenges:

For a long time, managers didn't really have one place to track onboarding progress for their new hires.

Tasks were there. Compliance steps were there. Forms were there. But the visibility? Not great.

Managers often discovered something was missing only after it was already overdue. Think background checks, compliance documents, onboarding forms... the kind of things you really don't want slipping through the cracks.

It was a bit like trying to manage a team project where every task lives in a different Slack thread, spreadsheet, and email chain. Technically everything exists... but nobody has the full picture.

This update closes that gap by bringing real-time onboarding tracking directly into the Manager Insights Hub.

Our Perceived Value VS. Effort:

High value, minimal effort.

This update gives managers real operational visibility into onboarding progress.

Instead of reacting after something becomes a problem, managers can now see issues early and act quickly.

It reduces compliance risk, improves the new hire experience, and helps ensure that onboarding doesn't quietly stall behind the scenes.

Here's what's new:

Overview Cards

Managers now see "Tasks Overdue" and "Tasks Due Soon" right on their main hub page.

Task Management View.

Each new hire now has an Onboarding tab highlighting the most important item that requires attention.

Urgency Labels.

Task Management View

A "View All" button opens a dedicated list where managers can sort and filter all onboarding tasks across their team.

Worker Profile Tab

Urgency Labels

Tasks are clearly tagged with time indicators like "Due Tomorrow" or "2 Weeks Overdue", helping managers prioritize quickly.

If you're using the standard Manager Insights Hub configuration, these cards and tabs appear automatically.

What you need to do:

A few quick checks may help ensure everything appears correctly:

Review Security

Make sure manager security groups have View access to Worker Data: Onboarding.

Confirm the Hub is EnabledVerify that the Manager Insights Hub functional area is active.

Using Custom Hubs?

If your organization uses a custom hub instead of Workday® defaults, you may need to manually add the new onboarding cards using the Maintain Hubs task.

Once that's done, managers will start seeing onboarding progress directly in their workspace, making it much easier to keep new hires moving forward smoothly.

Org
Studio

140

Reporting Improvements for Organizations and Positions in Org Studio

Current Challenges:

Previously, reporting on Org Studio designs didn't provide enough detail about organizations, positions, and workers.

That made it harder to analyze or recreate reorganization scenarios outside of Org Studio. Teams often had to extract data manually or duplicate information in custom reports just to understand what a proposed org change would look like.

In other words, Org Studio was great for designing the org, but reporting on those designs wasn't always as flexible.

Our Perceived Value VS. Effort:

Value: Medium–High

This update introduces new reporting fields that give deeper visibility into Org Studio designs.

These fields make it easier to:

- Analyze organizational changes.
- Recreate reorganization scenarios in reports.
- Understand both current and proposed structures.

It essentially brings Org Studio data closer to standard reporting, so teams can analyze org design changes without relying on manual data work.

Effort: Moderate

The new fields are available automatically, but organizations may want to update or build custom reports to take advantage of the additional data.

Security domains should also be reviewed to ensure the correct access to the new reporting fields.

What you need to do:

No setup is required—the new report fields are automatically available.

Review or update custom reports based on Org Studio data sources to include the new Class Report Fields (CRFs) for positions, organizations, and workers. These new fields allow you to capture detailed information about current and proposed organizational structures directly from Org Studio designs.

Organizations

141

Core Connector: Organization Security Domain

Current Challenges:

Previously, Core Connector: Organization integrations didn't have a dedicated security domain to control access to the documents they generate.

So if an integration produced output files, controlling who could see or manage those files wasn't always straightforward. Security teams often had to rely on broader integration permissions, which made it harder to apply more precise access controls.

In other words, the lock existed… but the key opened a few more doors than you might have wanted.

Our Perceived Value VS. Effort:

Value: Medium

This update introduces a dedicated security domain specifically for documents generated by:

- Core Connector: Organization Outbound.
- Core Connector: Organization Outbound – DIS.

That means administrators now have clearer control over who can access integration-generated documents, improving both security and governance around integration outputs.

Think of it like adding a separate security checkpoint for integration documents instead of letting them pass through the same door as everything else.

Effort: Low–Moderate

Access is automatically replicated from the existing Integration Event domain, so most organizations will already have the correct permissions in place.

Still, administrators may want to review and adjust access to ensure the right users or groups can view or manage these files.

What you need to do:

Review the new security domain:

Manage: Organization Integration Documents.

Confirm that the appropriate security groups or integration users have access to this domain.

(Optional) Update the domain security policy if you want to adjust who can view or manage the integration output documents.

If other integrations need access to these files, ensure their Integration System Users are granted access to the new domain.

142

The Locations (Do Not Use) Report Data Source

Current Challenges:

There's a data source in Workday® called "Locations (Do Not Use)".
The name is already trying to tell you something.

This data source is outdated and not optimized for reporting, but many reports still rely on it because it has been around for a long time.

The problem is that using it can lead to less efficient reports and less precise results compared to newer data sources designed for modern reporting.

It's a bit like still using an old GPS from 2008 when your phone already has a better one built in. It technically works, but it's not the best tool anymore.

Our Perceived Value VS. Effort:

Value: Medium

Replacing this data source with newer ones helps improve report performance and accuracy.

The newer sources are designed to return more targeted and reliable results, making reports faster and easier to maintain.

Effort: Low–Moderate

Organizations may need to review existing reports and update them to use the newer recommended data sources.

What you need to do:

Identify reports currently using Locations (Do Not Use).

Update those reports to use one of the new recommended data sources:

- Instructional Locations.
- Locations.
- Locations Used as Business Site.

Test the updated reports to confirm they return the expected results.

Note:

The Locations (Do Not Use) data source is planned to be retired on March 14, 2026.

Payroll Accounting & Payslips

143

Accounting Date Override

Current Challenges:

Fiscal year boundaries can be a little tricky, especially when payroll calculations spill over from one fiscal year into the next.

Previously, when payroll calculations crossed from the last period of one fiscal year into the next, the accounting date override didn't always behave correctly if fiscal year proration was being used.

The result? Payroll results could end up posting to the wrong accounting period. And when numbers land in the wrong fiscal bucket, finance teams usually discover it later during reconciliation.

It's a bit like filing receipts into the wrong month. The math might still work, but reporting suddenly becomes much harder to untangle.

Our Perceived Value VS. Effort:

Medium value, zero effort.

This update fixes the issue so the accounting date override is correctly applied when fiscal year proration is involved.

That means payroll results will now post to the correct fiscal period, helping maintain cleaner financial reporting and fewer surprises during reconciliation.

The fix is automatically applied and doesn't require any configuration.

What you need to do:

No action is required.

Payroll calculations that cross fiscal years with fiscal year proration will now correctly apply the accounting date override.

Payroll for the United States

144

FLSA and FSB Insights

Current Challenges:

Configuring payroll earnings related to the Fair Labor Standards Act (FLSA) and Flat Sum Bonuses (FSB) isn't always straightforward. Admins often have to dig through long sections of documentation just to confirm they're setting things up correctly.

It's one of those situations where the information exists… it's just not always easy to find in the moment when you're actually configuring payroll.

Our Perceived Value VS. Effort:

This update introduces an AI-powered guidance feature that provides contextual insights while configuring FLSA and FSB earnings.

Instead of hunting through documentation, admins get summarized explanations, best practices, and links to relevant guidance directly within the configuration pages. It helps reduce setup time and makes payroll configuration a bit less of a scavenger hunt.

The feature is automatically available and doesn't require configuration unless your organization chooses to disable it.

What you need to do:

Nothing is required to enable it.

The insights will automatically appear when configuring FLSA or FSB earnings, offering guidance and documentation links within Workday®.

Admins should still review the suggestions before applying them, just to confirm they align with the organization's payroll setup.

If you prefer not to use the feature, it can be disabled by selecting Disable FLSA and FSB Insights in Edit Tenant Setup – Payroll.

145

Object Transporter for Payroll for the U.S.

Current Challenges:

Moving configuration between tenants is usually straightforward… until payroll enters the chat.

Historically, some U.S. Payroll configuration objects couldn't be migrated using Object Transporter. That meant when teams moved changes from one tenant to another, certain payroll setups had to be recreated manually.

And anyone who has rebuilt payroll configurations knows that's not exactly a relaxing afternoon task. It adds extra work and increases the chance of small inconsistencies between environments

Our Perceived Value VS. Effort:

Value: Medium

This update expands Object Transporter capabilities to support additional U.S. Payroll configuration objects. That means more payroll configurations can now move between tenants without needing to rebuild them manually.

It's not flashy, but it saves time and helps keep configurations consistent across environments.

Effort: Moderate

You'll need the appropriate configuration access to use Object Transporter and include these objects in your migration packages.

What you need to do:

Ensure you have access to:

- Customer Central.
- Object Transporter.

Use Object Transporter to migrate the supported Payroll for the U.S. objects:

- Company Tax Reporting.
- Local Tax Reporting.
- State Tax Reporting.

Include these objects in configuration packages if needed for tenant migrations.

If you do nothing:

These payroll configuration objects will not be transported between tenants automatically.

Performance Enablement

146

Organization Goal Alignment

Current Challenges:

The View Goal Alignment report had a bit of a sorting problem.

Goals didn't always appear in a consistent or predictable order, which made reviewing alignment across organizations harder than it should be.

If you were scanning goals across several orgs, you might find yourself hunting around the report trying to locate similar objectives or compare goals with the same name.

In large organizations with lots of goals, that inconsistent ordering could slow things down. Instead of quickly spotting patterns, users had to spend extra time just finding the right goals in the list.

Our Perceived Value VS. Effort:

Value: Low–Moderate | Effort: Low

This update introduces consistent sorting in the View Goal Alignment report.

Goals are now organized:

- Alphabetically by organization name.
- Alphabetically by goal name.
- And when multiple goals share the same name, by creation date.

Think of it like finally organizing your Spotify playlists alphabetically. Nothing about the music changes, but suddenly finding what you're looking for takes seconds instead of minutes.

Small improvement, smoother analysis.

What you need to do:

Nothing complicated here.

- Run the View Goal Alignment report.
- Review the updated sorting of organization goals.

The report will now display goals in a consistent, predictable order, making it easier to scan alignment across organizations.

147

Carryover for Responsibility Weighting on Performance Review

Current Challenges:

Starting a new performance review sometimes meant rebuilding the weighting from scratch.

Responsibility weighting from the previous review wasn't always consistently carried over, so managers had to manually recreate the same distribution again.

It's a bit like opening a new budget spreadsheet every month and having to re-enter the same categories and percentages you already set last month.

The information already existed... it just didn't reliably follow you into the next review cycle.

Our Perceived Value VS. Effort:

Value: Moderate | Effort: Low

This update makes the process smoother by carrying over responsibility weighting values from the most recently completed review when initiating a new performance review.

Instead of rebuilding the structure each time, the new review starts with the same weighting from the last completed one, giving managers a consistent starting point.

If nothing changed about the role or responsibilities, the setup is already done.

What you need to do:

Initiate a new performance review.

Verify that the responsibility weighting values automatically carry over from the most recently completed review.

The review should now start with the same weighting structure as the previous cycle, saving a bit of setup time each round.

148

Anonymous by Default Feedback

Current Challenges:

Submitting anonymous feedback used to require an extra step.

If someone wanted their feedback to stay anonymous, they had to manually select the anonymous option every time they submitted feedback.

Not a huge obstacle, but easy to forget.Kind of like sending a message and realizing afterward you meant to turn on incognito mode.

Our Perceived Value VS. Effort:

Moderate value, low effort.

This update introduces an “Anonymous by Default” option.

When enabled, feedback requests can automatically default to anonymous, instead of relying on the person submitting feedback to remember to toggle the option.

In other words: the system can now build privacy into the process by default, rather than leaving it up to the user each time.

What you need to do:

Go to the Maintain Feedback Setup task.

Enable the Anonymous by Default option if you want feedback requests to automatically default to anonymous.

Once enabled, feedback will default to anonymous unless configured otherwise.

Scheduling

149

Scheduling in Maintain Insights Hub

Current Challenges:

Previously, when using the Maintain Insights Hub report, it wasn't easy to tell which week the data actually referred to.

The weekly date range wasn't visible right away, so users often had to jump between tabs or check other sections just to confirm the timeframe they were looking at.

Not a huge problem, but definitely one of those small UX annoyances that slows people down when reviewing scheduling data.

Our Perceived Value VS. Effort:

Value: Low–Medium

This update improves clarity and usability by displaying the weekly date range directly in the date button, helping users more easily identify the time period they are reviewing in scheduling analytics.

Effort: None

The feature is automatically available and requires no configuration.

What you need to do:

No action is required.

When you run the Maintain Insights Hub report and view scheduling by day in the Forecast or Labor Demand tabs, the weekly date range will now appear automatically in the date button.

150

Time & Scheduling Hub

Current Challenges:

Previously, if users opened the Time & Scheduling Hub in Firefox and sorted schedules by Worker Priority, the system didn't always behave as expected.

Sometimes the sorting just... didn't work.

Which meant schedules that were supposed to appear in priority order could show up in a completely different order. For managers trying to organize shifts quickly, that created unnecessary confusion.

It's the digital equivalent of sorting a spreadsheet A–Z and watching the rows shuffle into complete chaos.

Our Perceived Value VS. Effort:

Value: Low

This update fixes the issue so Worker Priority sorting now works correctly in Firefox.

It's a small fix, but an important one for teams who rely on Firefox and need schedules to behave the same way across browsers. Now when you sort by priority, the system the order.

No surprises. No reshuffling.

Effort: Low

The fix is automatically applied and requires no setup.

What you need to do:

No setup is required—this fix is automatic. To use it:

Open the Time & Scheduling Hub.

Click Sort By → Worker Priority in the regular schedule view.

Workday® will now display schedules correctly in Firefox.

If you do nothing:

The hub will still work in other browsers, but sorting by Worker Priority in Firefox may not function properly.

151

Assign Schedule Priority to Worker

Current Challenges:

Building schedules for large teams can sometimes feel like organizing boarding groups for a flight… except everyone is trying to board at the same time.

Managers didn't have a clean way to define which workers should be scheduled first. Without an explicit priority system, scheduling tools treated everyone roughly the same.

That meant critical roles or high-priority workers could easily end up buried in the list, especially when dealing with large teams.

The result: more manual sorting and more effort just to make sure the right people get scheduled first.

Our Perceived Value VS. Effort:

Value: Medium

This update introduces the ability to assign a priority level to workers' positions.

Once a priority is assigned, schedules can be sorted using Worker Priority, making it easier to ensure that the most important or critical workers appear first when building schedules.

Think of it like the "priority boarding" lane at the airport. Everyone still gets on the plane, but some passengers clearly move through the line first.

Effort: Moderate

The capability is available automatically, but security permissions must be configured so users can access the new Assign Schedule Priority to Worker task.

What you need to do:

Configure security permissions to allow users to access the Assign Schedule Priority to Worker task.

Use the Assign Schedule Priority to Worker task to assign a priority level from 1 (highest) to 9999 (lowest) to a worker's position.

In the schedule Filters menu, use Sort By → Worker Priority to organize workers based on the assigned priority.

What Happens if you do Nothing?

The new Assign Schedule Priority to Worker task won't be available, but the Worker Priority sorting option will be visible on the schedule.

Scheduling, Absence

152

Web Services for Accrual, Time Off, and Leave

Current Challenges:

In the past, several legacy web services were used to manage absence balances, accruals, time off plans, and related configurations through integrations. These included services like AddUpdate and GetAll.

The problem is that these services were built on an older integration framework. As the platform evolves, they don't fit as well with the newer, more standardized architecture.

So Workday® is retiring them and moving toward modern service patterns that align better with the current integration framework.

Another key change: the new services are designed to work with the Object Transporter tool. That means configuration objects like accruals or time off setups can be moved between tenants more easily, without manually exporting and re-uploading EIBs each time.

Our Perceived Value VS. Effort:

Value: Moderate to High

For organizations that rely on integrations, this change improves long-term compatibility and maintainability.

The new services follow a more standardized approach and support Object Transporter, which makes it easier to migrate configurations between environments.

In practice, this helps integration teams manage absence and time off configurations in a way that is more scalable and aligned with the platform's future direction.

Effort: Moderate to High

If your integrations currently use the retiring services, they will need to be updated to use the new Put and Get web service endpoints.
This may involve updating integration logic and performing testing to make sure everything continues to work correctly.

What you need to do:

Review any existing integrations that currently use the retiring AddUpdate or GetAll web services.

Update integrations to use the new Put and Get web services provided by Workday®.

Perform testing to ensure integrations continue to function correctly.

Update any relevant documentation or training materials related to the previous web services.

If you do nothing, existing integrations using the retired services may eventually stop functioning once the legacy services are fully deprecated.

153

Revise Correct Time Off and Revise Time Off Tasks

Current Challenges:

The Revise Time Off task has traditionally been used to modify existing time off requests.

The issue is that it relies on older functionality that doesn't fully align with the newer absence management framework. As Workday® has evolved the absence experience, some legacy tasks like this one started to feel a bit out of sync with the rest of the process.

Keeping those older tasks around can limit performance improvements and create inconsistencies across absence workflows.

Our Perceived Value VS. Effort:

Moderate value, low effort

A new task will replace the existing Revise Time Off functionality, providing improved performance and additional capabilities for revising time off requests.

Think of it like replacing an older tool with a newer version that works the same way conceptually, but runs smoother and fits better with the rest of the system.

The update helps keep absence workflows consistent and aligned with the current platform.

Workday® will automatically configure the new task to replace the old one for users who previously had access to it. Most organizations won't need to make configuration changes.

What you need to do:

Review and update any training materials or internal documentation that reference the Revise Time Off task.

Inform relevant users that a new task will replace the existing functionality.

If you do nothing, Workday® will automatically replace the task, and users will begin using the new version without requiring manual configuration.

Scheduling, Integration

154

Import Schedule Tag Assignments

Current Challenges:

This issue showed up when organizations used the Import Schedule Tag Assignments web service. In certain scenarios, Workday® wasn't assigning the correct schedule tags or shift profiles to a worker's position.

The problem appeared when a worker's position sat inside a more complex organizational structure. For example, the position might belong to a custom organization that is also a Scheduling Organization, while the supervisory organization above it sits under a High-Level Scheduling Organization but isn't itself a scheduling org.

In that setup, the system sometimes struggled to determine which scheduling structure should take priority. As a result, the correct schedule tags or shift profiles weren't assigned properly.

Our Perceived Value VS. Effort:

Value: Practical fix with no effort

This update corrects that behavior so workers receive the appropriate schedule tags based on the scheduling hierarchy tied to their position.

In simpler terms, the system now follows the correct organizational structure when assigning scheduling information. Workers get the right tags, even if their position is connected to multiple scheduling contexts.

Effort: None

This is a system correction applied automatically.

What you need to do:

There's nothing to configure.

However, the web service now validates schedule tags more strictly. If you attempt to assign a tag that isn't valid for the worker's scheduling hierarchy, the import will fail with an error instead of silently applying the wrong assignment.

Scheduling, Time Tracking

155

Worktag Defaults from Workday® Scheduling

Current Challenges:

Previously, worktag values in Time Tracking often had to be entered manually, even when that information already existed in Workday® Scheduling.

So, if a shift already had schedule tags with the right details, workers or administrators still had to re-enter those values during time entry.

That extra step created more administrative work and increased the chances of payroll inconsistencies or incorrect time entries.

Our Perceived Value VS. Effort:

Value: High

This update improves payroll accuracy and efficiency by automatically populating Time Tracking worktags using values from scheduling tags assigned to worker shifts.

In other words, the system now reuses information it already knows from Scheduling instead of asking users to type it again.

The result:

- Less manual data entry.
- Better alignment between Scheduling and Time Tracking.
- More consistent payroll data.

Effort: Moderate

The feature is available automatically, but organizations will need to configure worktag mappings and update time entry templates so the values can populate automatically.

What you need to do:

Access Maintain Worktag Usage and ensure the worktags are enabled for both Scheduling and Time Tracking.

Go to Edit Time Entry Template and:

Enable Workday® Scheduling.

Enable Shift Matching for Workday® Scheduling.

Select Default from Workday® Scheduling for the worktags you want to auto-populate.

Access Edit Scheduling Settings and:

Map schedule tags to Time Tracking worktags.

Map schedule tag values to worktag values if needed.

Key Outcome

When workers check in, auto-fill time entries, or create time clock events, Workday® can now automatically populate the appropriate worktag values based on their scheduled shift, reducing manual entry and improving payroll data accuracy.

Sheets

156

Workday® for Google Sheets

Current Challenges:

Working with Adaptive Planning data in tools like Google Sheets used to require exporting the data first.

If you wanted to analyze or manipulate planning data outside of Workday®, the typical path was:export → download → open in Sheets → start working.

It got the job done, but it meant the data was no longer live, and any updates had to be pushed back manually.

Our Perceived Value VS. Effort:

Moderate to high value, moderate effort.

This update introduces the Workday® for Google Sheets add-on.

The integration allows users to pull Adaptive Planning data directly into Google Sheets, analyze it using Ask Workday®, and even update planning data from Sheets.

Think of it as turning Google Sheets into a live window into Adaptive Planning, instead of working with static exports.

What you need to do:

Request enablement through your Named Support Contact, install the Workday® for Google Sheets add-on in Google Workspace, and assign the required permissions for Access Workday® for Google Sheets and Access Ask Workday® for Adaptive Planning

Talent Acquisition

157

Supported Candidate Engagement Languages

Current Challenges:

Candidate Engagement discovery boards previously supported only a handful of languages. If you were outside those locales, the experience could feel a bit… incomplete.

Global recruiting teams might have candidates browsing discovery boards in English even when it wasn't their preferred language, which isn't exactly the most welcoming experience. For organizations hiring internationally, that could create friction and reduce engagement.

In short, the feature worked, but it didn't always feel global-ready.

Our Perceived Value VS. Effort:

Value:

This update significantly improves the user experience for global teams by localizing Discovery Boards for eight additional languages. Supported languages now include:

- Chinese (Simplified/ Traditional).
- Dutch.
- French (France).
- German.
- Italian.
- Portuguese (Brazil).
- Spanish (Neutral)

Effort:

The change is automatically applied by the system.

What you need to do:

No configuration required!

Workday® automatically displays discovery boards in 1 of these languages if you selected them as your Preferred Display Language on the Change Preferences task.

Workday® handles all the heavy lifting of the translation expansion, so there is no manual translation effort required from your administrators.

158

Fraudulent Job Application Settings

Current Challenges:

If you run a career site, you know the drill: a lot of applications come in… and not all of them are real people.

Recruiting teams often struggle to separate great candidates from automated traffic or bots, especially when application volumes get high.

There's also another risk. In some setups, candidates could edit their personal information after submitting an application, which opens the door for identity switching or suspicious profile changes.

That makes it harder to maintain clean candidate data and detect potentially fraudulent activity.

Our Perceived Value VS. Effort:

Value: High

This update adds stronger fraud detection and data integrity controls for recruiting teams.
The system can now collect candidate signal data like automation indicators, network signals, and location information. When combined with reporting, these signals help identify patterns that might suggest bot traffic or automated applications.

The update also allows organizations to prevent candidates from editing their personal information after submitting an application, reducing the risk of identity manipulation.

In simple terms, it's like giving recruiters a spam filter for job applications. Most candidates move through normally, but suspicious behavior becomes much easier to spot.

Effort: Low to Moderate

From a configuration perspective, enabling the feature is fairly straightforward.

The main effort sits with privacy and compliance. Because this feature collects technical signal data, organizations should coordinate with their legal or privacy teams to ensure their Privacy Policies and Terms & Conditions reflect the data collection.

What you need to do:

Consult with your legal team before enabling these settings, as collecting signal data may require a change to your Terms and Conditions or Privacy Policy.

Access the Edit Tenant Setup - Recruiting task and select the Collect Candidate Signal Data Level 1 check box to enable new report fields.

Enable the disabled Candidate Personal Information Editing on Candidate Home check box to prevent candidates from updating their information after submission.

Create custom reports using the new report fields (such as Automation Score) to identify potentially fraudulent applicants.

Optional: Add instructional text to the Candidate Home sidebar to guide legitimate candidates on how to request valid information changes through a recruiter.

159

Effective Dated Legal Names for Candidate

Current Challenges:

Tracking a candidate's legal name changes over time hasn't always been straightforward.

If a candidate changed their name during the hiring process, recruiters and compliance teams often had to dig through records to figure out what the person's legal name was at a specific moment in time.

That becomes especially important for things like background checks, legal verification, or audits.

Imagine trying to watch a movie but only having access to random scenes instead of the full timeline. You might eventually figure out the story, but it takes way more effort than it should.

Our Perceived Value VS. Effort:

Value: High

This update introduces effective-dated legal name fields, which basically give you a clear timeline of a candidate's legal name history.

Instead of guessing what name was valid at a certain moment, you can now look at the exact name tied to a specific date.

This is particularly helpful for teams handling background checks, compliance verification, and legal documentation, where accuracy really matters.

Think of it like turning on version history for a document. You can see exactly what the information looked like at any point in time.

Workday® provides these as new report fields across existing objects like Job Applications, Prospects, and Referrals.

Most of the effort simply involves updating existing reports so they use the new effective-dated name fields instead of the older ones.

What you need to do:

Important!

The accuracy of these report fields depends on how consistently legal name changes are recorded with the correct effective dates.

Consider if any integrations (for example, Background Check) need to be updated to pull these specific effective-dated fields.

160

Screen Parallel Stage

Current Challenges:

In recruiting, the history timeline is supposed to tell the story of what happened with a candidate. Who moved them forward, when the process started, what stage triggered the next step. Basically, the system's version of a paper trail.

But when a Screen event was launched as a parallel stage, the timeline got the story wrong.

Instead of showing the internal user who started the screening step, the activity stream sometimes listed the candidate as the initiator.

Which, obviously, makes no sense. Candidates don't start their own screening stages.

It's like watching a crime show where the report says the victim called the police on themselves. Technically the event happened, but the record of who did it was off.

That created confusion during audits and recruiting reviews, especially when teams were trying to trace which recruiter or coordinator actually triggered the screening step.

Our Perceived Value VS. Effort:

Moderate value, zero effort.

This update fixes the activity stream so the Recruiting History timeline correctly identifies the internal user who initiated the stage.

In other words, the timeline finally tells the right story. Recruiters and administrators can clearly see who triggered the screening stage, which improves transparency and helps during audits or process reviews.

It's a small correction, but it restores trust in the recruiting activity log.

This is a system-delivered fix to the activity stream logic.

What you need to do:

Nothing.

No configuration updates, security changes, or process adjustments are required. The system simply corrects the timeline behavior automatically.

161

Put Candidate

Current Challenges:

Sometimes integrations move faster than the guardrails.

Previously, the Put Candidate web service could accidentally create duplicate job applications for the same candidate on the same job requisition.

This usually happened through integrations like career sites, sourcing tools, or automated recruiting pipelines. The system would accept the request, even if the candidate had already applied to that exact job.

The result?Duplicate applications cluttering the requisition, messy recruiting metrics, and recruiters stuck doing cleanup work later.

It's basically the recruiting equivalent of someone double-clicking the "Buy Now" button on Amazon and ending up with two of the same order.

Our Perceived Value VS. Effort:

High value, low effort

This update adds a hard validation check to stop duplicate applications at the moment they're created.

Starting with Web Service Version 46, the system now blocks attempts to submit a job application if that candidate already applied to the same requisition.

Instead of letting bad data slip into the pipeline and fixing it later, the system stops the duplicate at the door.
That keeps requisition pipelines clean, protects recruiting metrics, and saves recruiters from unnecessary manual cleanup.

For most organizations, this fix is automatic.

However, if you use external integrations (career sites, sourcing tools, or custom integrations) that rely on the Put Candidate service, your integration team should confirm they are using Version 46 or later and are ready to handle the validation error properly.

What you need to do:

No configuration required.

Just confirm that any integrations using the Put Candidate Web Service are running on Version 46 or later.

If an integration attempts to create a duplicate application, the system will now return a clear message:"Candidate has already applied to [job requisition]."

That way the integration can gracefully stop the request instead of creating duplicate records.

162

Prospect Introduce Yourself

Current Challenges:

The Introduce Yourself feature is meant to be the easy door into your talent pipeline. Someone isn't applying to a specific job yet. They're just saying: "Hey, I'm interested."

But in some setups, that door was… broken.

If your job application template hid the Work Experience section, the system could trigger a

Page Error when creating a job application from a prospect who used the Introduce Yourself form on the career site.

Why? Because behind the scenes, the system expected a Company value inside the work experience data. If that section was hidden, that value never existed, and the process failed.

It's a bit like an online checkout asking for a shipping address even though you're buying a digital download. The step shouldn't exist, but the system still expects it.

Our Perceived Value VS. Effort:

Moderate value, zero effort.

This update fixes the validation logic so the Introduce Yourself feature works correctly even when the Work Experience section is hidden in the application template.

That means candidates can express interest and enter your talent pipeline without hitting technical errors, even if your organization prefers a shorter or simplified application experience.

For teams focused on building talent communities or passive candidate pipelines, this removes a frustrating technical barrier.

This is a system-delivered fix, so no configuration changes are required.

What you need to do:

There are no manual updates required to your career site configuration or application templates.

The system automatically resolves the validation issue that previously caused the Page Error.

163

Referral Candidate Copy

Current Challenges:

Recruiters often use "Copy to Another Job Requisition" when a candidate looks like a good fit for multiple roles. It's basically the recruiting version of "forward this to another team."

The problem was that when the system copied the candidate, it also copied the Referral Source and Referral Owner automatically.

That sounds harmless, but it could create referral ownership issues. If your organization tracks referrals at the Job Application Level, the system could accidentally assign referral credit on the new job application even though the referral was tied to the original role or timing.

Think of it like someone referring a friend to Team A, but when that candidate later applies to Team B, the referral bonus still follows them automatically. Suddenly the credit doesn't match the situation anymore.

That created data integrity issues, especially for companies that carefully track referral bonuses and ownership.

Our Perceived Value VS. Effort:

Moderate value, zero effort.

This update prevents the system from automatically copying Referral Source and Referral Owner when a candidate is copied to another requisition.

In other words, the new application starts with a clean slate, and referral ownership is only assigned when it actually applies to that specific job.

That keeps referral tracking, bonus eligibility, and reporting aligned with your organization's policies.

This is a system-delivered logic change, so there's no configuration required.

What you need to do:

Nothing.

The system now automatically checks whether Referral Ownership is set at the Job Application Level and adjusts the copy behavior accordingly.

So when candidates are copied to another job requisition, the referral information won't automatically carry over unless it should.

164

Candidate Phone Number for Job Application

Current Challenges:

Sometimes candidates were able to submit job applications without a phone number on external career sites.

That might not seem like a big deal at first, until recruiters actually try to move the process forward. Suddenly the candidate looks promising, but there's no direct way to contact them.

Recruiters then had to go back and manually request the missing information before scheduling interviews or continuing the process.

It's a bit like ordering food delivery and forgetting to include your apartment number. The order went through... but now everyone has to do extra work just to finish the job.

Our Perceived Value VS. Effort:

Moderate value, zero effort.

This update improves data quality right at the start of the recruiting process.

The system now requires candidates to provide a phone number when submitting a job application on external career sites. By ensuring that every candidate includes basic contact information, recruiters can move faster with outreach, interviews, and follow-ups.

In other words, the system now makes sure recruiters have the number before they need to make the call.

This is a system-delivered validation, so organizations don't need to change their configuration.

What you need to do:

Not configuration required

Workday® has updated the external career site logic to trigger the error "Specify a phone number" automatically if the field is left blank.

165

Agency Submission on the External Career Site

Current Challenges:

Sometimes recruiting agencies would submit candidates through the external career site, but the application would arrive... half-finished.
Specifically, the submission could go through even if the candidate's availability information was missing.

That meant recruiters received applications where one of the most basic questions was still unanswered:"When can this person actually start?"

So recruiters had to go back to the agency or the candidate to chase down the missing information before moving forward.

It's like ordering a ride in an app but forgetting to set the pickup location. The request exists, but nobody can actually move until the missing detail shows up.

Our Perceived Value VS. Effort:

Moderate value, zero effort.

This update improves data completeness for agency submissions.

Now the system requires availability information before an agency can complete a candidate submission on the external career site.

That means recruiters receive fully usable applications from the start, making it easier to evaluate candidates and move them through the hiring process without extra follow-ups.
In other words, the application now arrives ready to work with, not missing key pieces.

This is a system-delivered validation fix, so no configuration updates are needed.

What you need to do:

Nothing.

The system automatically updates the external career site logic so that agency submissions cannot be completed unless the availability fields are filled in.

166

Put Candidate

Current Challenges:

Sometimes integrations say they're going to do something… and then they quietly don't.

Previously, when running the Put Candidate web service to remove a certification from a job application, the request could go through but the certification wouldn't actually disappear from the candidate record.

So from the integration side it looked like everything worked, but inside the system the certification was still sitting there.
That could create confusion for recruiters and integration teams, especially when certifications were used for screening, compliance, or qualification checks.

It's a bit like deleting a photo from your phone gallery, refreshing the screen… and the picture is still there staring at you.

Our Perceived Value VS. Effort:

Moderate value, zero effort.

Moderate value, zero effort.

This update fixes the web service behavior so that when the Put Candidate service removes a certification, it actually removes it.

The process now behaves the way integration teams expect, keeping candidate data accurate and consistent between integrations and the system.

It's not a flashy feature, but it restores something very important: trust that the integration is doing what it says it's doing.

This is a system-delivered fix to the web service logic, so no configuration changes are required.

What you need to do:

Nothing.

The corrected behavior is automatically applied when using the Put Candidate web service, so certifications will now be properly removed when the request is executed.

167

Select one and Search Translation on External Career Site

Current Challenges:

Imagine walking into a beautifully translated website.Everything is in Spanish, French, or German… and then suddenly the buttons say "Select One" and "Search."

That's exactly what used to happen on some external career sites.
When organizations localized their career sites into multiple languages, the default prompt values for "Select One" and "Search" often stayed in English.

So the page looked translated… but the navigation controls didn't get the memo.

For candidates, especially those who don't speak English, it felt like watching a dubbed movie where every few lines the characters suddenly switch back to the original language. Not broken, but definitely confusing.

Our Perceived Value VS. Effort:

Value: Small but meaningful

This update ensures that those default prompts are now properly connected to the career site translation engine.

That means elements like dropdown placeholders and search prompts now appear in the same language as the rest of the site, creating a smoother and more professional experience for candidates.

It's one of those subtle fixes that removes friction.

Candidates may not notice when it works... but they definitely notice when it doesn't.

Effort: None

This is an automatic system fix, so there's nothing to configure.

What you need to do:

Nothing.

Workday® now automatically links these default prompt values to the career site's translation engine, so they will appear correctly in the selected language without any manual re-translation or technical adjustments.

168

Required Candidate Address

Current Challenges:

Sometimes candidates could submit a job application without entering a valid address.

At first glance, that might not seem like a big deal. After all, you just want them to apply, right?

But later in the hiring journey, that missing address becomes a problem. Recruiters suddenly need it for things like offers, background checks, tax documentation, or compliance reporting.

So what happens? Someone has to go chase it down.

It turns the recruiting process into a bit of a scavenger hunt:"Hey, quick question… can you send us your address?"

Multiply that across dozens or hundreds of candidates and it quickly becomes unnecessary admin work for recruiting teams.

Our Perceived Value VS. Effort:

Moderate value, zero effort.

This update ensures that required address fields are properly validated when the application is submitted.

By collecting this information upfront, organizations avoid delays later in the process and ensure that critical compliance data is captured from the start.

Think of it like airport security:it's much better to check passports before boarding the plane than to realize mid-flight that someone forgot theirs.

This is a system-delivered validation, so no configuration changes are required.

What you need to do:

Nothing.

Workday® now automatically triggers a "Specify a valid address" error if required address fields are left blank or formatted incorrectly when a candidate submits their application.

169

Document Category on Candidate's Profile

Current Challenges:

Sometimes the issue isn't that people can't upload documents… it's that they can't see how those documents are categorized.

Previously, users in location-based security groups who had permission to manage candidate attachments could upload files to a candidate's profile, but the Document Category field didn't always display correctly for them.

So recruiters or HR admins could add a document, but they couldn't always see which category it belonged to.

but the folder labels are invisible. Suddenly nobody knows if a file is a passport, a background check, or a random résumé from three weeks ago.

For teams managing hiring across multiple locations, that made it harder to organize and verify compliance-related documents like IDs or right-to-work forms.

Our Perceived Value VS. Effort:

Moderate value, zero effort.

This update fixes a visibility and security alignment issue.

Location-specific admins who already had permission to manage candidate attachments can now properly see and use the Document Category field when uploading files.

That means documents can be classified correctly from the start, improving tracking and helping teams maintain compliance records more easily.
Think of it as finally turning the labels back on in the filing cabinet.

This is a system-delivered security enhancement, aligning the visibility of the Document Category field with the existing Candidate Data Attachments permissions.

What you need to do:

Nothing.

The visibility logic for the Document Category field has been automatically updated, so users with the appropriate permissions will now see and use it correctly when managing candidate documents.

170

Resume Attachments on Job Application Event

Current Challenges:

Sometimes security settings say one thing… but the system behaves like it didn't get the memo.

Previously, organizations could configure their Job Application Template to hide resumes for all users. In theory, that should mean nobody sees those attachments.

But when someone viewed a Prospect's Job Application event, the resume attachment could still appear there.
So the system was basically saying:"Resumes are hidden for everyone… except right here."

That created a privacy inconsistency, where sensitive candidate documents were visible in one part of Workday® even though the template configuration was supposed to restrict them.

Think of it like putting a document in a locked drawer.. but leaving the key taped to the outside

Our Perceived Value VS. Effort:

Moderate value, zero effort.

This update ensures that privacy and security settings are applied consistently across the recruiting module.

If the Job Application Template says resumes should be hidden, Workday® now fully respects that rule everywhere, including when viewing Prospect Job Application events.

This helps prevent unauthorized users from accessing sensitive candidate documents during the prospect conversion process.

It's not a new feature, but it closes a gap that could expose information unintentionally.

This is a system-delivered logic fix, so there's nothing to configure.

What you need to do:

Nothing.

Workday® now automatically respects the "Hide for all" configuration in the Job Application Template, ensuring resume attachments remain hidden wherever that setting applies.

171

Primary Work Location Report Field

Current Challenges:

Previously, the Primary Work Location report field had a bit of a "grab anything that looks like a location" mentality.
Instead of returning the actual business work site, it could pull any location tied to the candidate, regardless of how that location was categorized in the system.

That meant recruiting reports could show things like:

- Temporary holding locations.
- Administrative placeholders.
- Non-business sites.

basically locations that weren't actually where someone would work.

For recruiters and analysts, this created a lot of reporting noise.

It's a bit like asking Netflix what movie you watched last night and it replying with "TV... living room... couch... remote control." Technically related, but not exactly the answer you needed.

Our Perceived Value VS. Effort:

Moderate value, zero effort.

This update cleans up reporting by ensuring the Primary Work Location field only returns locations categorized as a Business Site.
That means recruiting analytics now align with real operational locations like offices, plants, or physical work sites.

The result is cleaner reports, better workforce insights, and fewer headcount planning headaches.
Sometimes the most valuable update isn't a new feature. It's removing the junk from the data.

This is an automatic system update to the field logic across the Job Applications, Prospects, and Referrals objects.

What you need to do:

Nothing.

Workday® applies this filtering automatically at the system level, so your reports will begin returning only Business Site locations without any manual reconfiguration.

172

Put Candidate Request Hover Text

Current Challenges:

Some fields in the Put Candidate process ask for sensitive personal information like citizenship, date of birth, gender, ethnicity, religion, or marital status.

The problem wasn't the fields themselves. The problem was the hover text.

Previously, the descriptions that appeared when users hovered over these fields were generic or unclear, which left admins and integration teams guessing things like:

Who exactly is allowed to enter this?Is this for the candidate, the recruiter, or someone else?Is this required for compliance or just optional demographic data?

And when you're dealing with personal data, guessing is not exactly the vibe you want.

It's like filling out airport security forms where the instructions say "Enter information here" without explaining whose information or why. Not very helpful.

Our Perceived Value VS. Effort:

Value: Small but helpful

This update improves the hover text descriptions so users clearly understand who can provide the information and what the field refers to.

The descriptions now explicitly clarify that these values apply only to the candidate, removing ambiguity for administrators, recruiters, and integration developers working with the process.

This kind of improvement doesn't change functionality, but it reduces confusion and data entry errors, especially for teams configuring integrations or reviewing personal data fields.

Think of it as adding better labels to a complicated form. Nothing new appears, but suddenly everything makes a lot more sense.

This is an automatic system update to the descriptive hover text.

What you need to do:

Nothing.

Workday® updated the field descriptions on the backend, so the improved hover text will appear automatically wherever those fields are used.

173

Recruiter Hub

Current Challenges:

The Recruiting Hub used to run on an older framework that relied on a collapsible side panel across Workday®.

It worked, but it came with a few headaches.

Users could personalize their own workspace, which sounds nice in theory... until every recruiter's screen looks completely different.

Some had certain reports pinned. Others removed them. Some had custom views. Others didn't.

For administrators trying to standardize how recruiting teams work, it was a bit like managing a sports team where everyone shows up with their own playbook.

On top of that, the old framework wasn't designed to work seamlessly with the newer Global Navigation Sidebar, which is where Workday® is heading long term.

Our Perceived Value VS. Effort:

Value: High

This update moves the Recruiting Hub onto the Hubs framework, which is the same architecture used by newer Workday® workspaces.

That brings a few big improvements:

- A single entry point for requisitions, candidates, and recruiting tasks.
- Faster insights for recruiters and hiring teams.
- A more consistent experience across the recruiting organization.
- Future compatibility with upcoming Workday® enhancements.

Instead of every recruiter building their own workspace, the experience is now admin-configured and standardized, which makes it easier to maintain and scale.

Think of it as moving from everyone building their own desk setup to a well-designed control center for the whole team.

Effort: Moderate

There is a default configuration, but organizations may need to recreate certain customizations because the new hub handles cards, images, and announcements differently.

User-level personalization is also being replaced by administrator-controlled configuration.

What you need to do:

Enable Global Navigation: Workday® highly recommends enabling the Global Navigation Sidebar now, as it will become mandatory in 2026R2.

Configure Cards: Use the Maintain Hubs task to select which cards (such as Inbox Items in Offer Stage or Unanswered Conversations) display for your users. Note that users can no longer personalize these themselves.

Recreate Customizations: If you currently use custom views or Announcements with images, you must recreate them in the new hub to ensure they display correctly.

Review Security: Ensure users have access to the Recruiting Hub domain, as several cards (like Screen, Interview, and Assessment stages) have been migrated to this specific domain.

Plan for Retirement: Prepare your team for 2026R2, when the old Recruiting Hub will be completely removed and replaced by the new Recruiter Hub.

174

Candidate Skills Match

Current Challenges:

The Candidate Skills Match feature is heading toward retirement.

Originally, it was designed to help recruiters match candidate skills to job requirements directly inside Workday®. Simple idea, useful in theory.

But the tool is being phased out. The original retirement date was March 14, 2026, and while that timeline has been pushed back a bit, the direction hasn't changed. The feature will eventually disappear in a future service update.

So if your recruiting team still relies on it to find skill matches, it's a bit like using a GPS app that already announced it's shutting down soon. It might still work today, but it's not the map you want to depend on long term.

Organizations will need a more modern alternative to avoid gaps in recruiting workflows once the feature is fully removed.

Our Perceived Value VS. Effort:

Value: High

The replacement direction is HiredScore, which takes candidate matching to a completely different level.

Instead of only comparing skills vs job requirements, it looks at a broader set of signals like:

- Professional experience
- Education background.
- Internal mobility policies.
- Hiring patterns and historical data.

All powered by advanced algorithms.

Think of it less like a keyword search and more like the difference between Spotify's old search bar and its modern recommendation engine. It's not just matching words, it's understanding patterns.

That means recruiters get smarter job recommendations and better candidate prioritization.

Effort: Moderate

Moving to HiredScore isn't just flipping a switch.

It requires:

- A separate product license (SKU).
- Coordination with your Customer Account Executive.
- Implementation of HiredScore Spotlight, which involves a new integration.
- Change management so recruiters shift away from the legacy matching tool.

So the value is strong, but the transition requires planning.

What you need to do:

For now, the best step is to review the HiredScore documentation and FAQ to understand how the replacement functionality works.

If your organization currently uses Candidate Skills Match heavily, it's worth starting conversations early about the transition strategy and licensing options.

In short: the old feature is fading out, and Workday®'s direction is clearly toward AI-driven candidate intelligence rather than simple skills matching.

Talent Acquisition, Core Human Capital Management

175

Job Requisition Status - Indexed

Current Challenges:

In some preview environments, the Job Requisition Status – Indexed field was incorrectly defaulting to "Open." That might sound like a small glitch, but when a status field behaves incorrectly, it can easily lead to messy reporting and confusion about the real state of a requisition.

At the same time, recruiting teams face a bigger challenge behind the scenes: separating real candidates from automated bot traffic. With high-volume career sites, some submissions aren't coming from humans at all. And when candidates can still edit personal information after submitting an application, it can open the door to identity switching or other fraudulent activity.

So the challenge isn't just accuracy. It's also protecting the integrity of candidate data.

Our Perceived Value VS. Effort:

Value:

This update provides a robust security layer for Workday®-delivered career sites. By collecting "Signal Data" (like Automation Scores), recruiters can identify suspicious patterns. Restricting personal info edits further protects the integrity of the candidate database.

Effort:

While the technical setup is just a few checkboxes, it requires mandatory coordination with legal teams to update Privacy Policies or Terms & Conditions regarding the collection of technical identifiers.

What you need to do:

Consult Legal First: Before enabling signal data collection, ensure your Privacy Policy covers the collection of technical identifiers for security and fraud prevention.

Enable Security Settings: Access Edit Tenant Setup – Recruiting and select:

Collect Candidate Signal Data Level 1: To start gathering automation scores and network info (note: this is not retroactive).

Disable Candidate Personal Information Editing: To prevent identity changes after submission (requires "Required Candidate Home Account" to be active).

Build Fraud Reports: Create custom reports using the Job Applications data source to monitor fields like Automation Score (1 = likely human, 99 = likely bot) and Count of Job Requisitions Applied To.

Guide Candidates: (Optional) Add Instructional Text to the Candidate Home sidebar to explain how legitimate users can request a name or info change through a recruiter if needed.

Maintain Data Stability: Use only numeric fields for Business Process conditions and ensure a multi-signal review process rather than relying on a single data point.

Talent Acquisition, Notifications and Alerts

176

Job Application for Confidential Job Requisition

Current Challenges:

Confidential job requisitions exist for a reason. Sometimes companies are hiring for very sensitive roles, and the information needs to stay tightly controlled.

The problem was that when someone received a notification related to a Confidential Job Requisition, the Job Posting Title didn't always appear in the report field.

So recruiters or executives would get the alert… but still have to click around to figure out what role the notification was actually about.

Proxy access added another wrinkle. If someone was acting on behalf of another user, the system didn't always display the job application information correctly, even when the proxy user technically had the right permissions.

It's a bit like receiving a calendar invite that just says "Meeting" with no subject line. Technically you got the invite… but you still have no idea what the meeting is about.

Our Perceived Value VS. Effort:

Value:

This update improves efficiency and visibility for users handling sensitive, high-level hires. It ensures that the Proxy functionality works as intended, which is critical for administrative support and troubleshooting in executive recruiting.

Effort:

The change to the report field display and the proxy logic is automatically applied by Workday® for users who already have the appropriate security.

What you need to do:

Nothing.

If users already have the required security access, the improvement will simply appear in the system once the update is applied.

Talent Acquisition, Search

177

Recruiter Hub Overview

Current Challenges:

As Workday® continues moving toward the Hubs framework, some older report components are being cleaned up behind the scenes. One example was the "Recruiter Hub Overview" report.

Previously, if someone typed "Recruiter Hub Overview" into the Global Search bar, Workday® could return a standalone report version of that page.

The problem? That report was basically a static snapshot of information that now lives directly inside the Recruiter Hub.

So users could accidentally open the report and end up looking at an outdated or less interactive version of the data instead of the actual hub experience.

It's a bit like Googling a restaurant menu and opening a PDF from 2018 instead of the live website with the current dishes.

Technically it works… but it's not the best place to go.

Our Perceived Value VS. Effort:

Value: Small but helpful

This update cleans up the Global Search experience.

By removing that legacy report from search results, Workday® ensures recruiters are directed to the actual Recruiter Hub, where the information is more interactive, current, and actionable.

Think of it as removing an old shortcut that led to the wrong door.

Effort: None

This is a system-delivered change.

What you need to do:

Nothing.

Workday® has automatically updated the search indexing so that the "Recruiter Hub Overview" report no longer appears in Global Search results. Recruiters will now be directed to the Recruiter Hub itself, which is the intended workspace.

Talent Pipeline

178

Succession Planning: Skills, Insights, and Compare Candidates

Current Challenges:

Succession planning has often been a bit of a "gut feeling" exercise.

Leaders might nominate successors based on experience, reputation, or instinct, but there hasn't always been a strong way to anchor those decisions in actual skills data. That makes it harder to objectively compare candidates or identify real capability gaps.

There was also another missing piece: the "why."If someone was chosen as a successor, there wasn't always a clear place to capture the reasoning behind that decision. Over time, that context could disappear, leaving future reviewers wondering what drove the original choice.

Our Perceived Value VS. Effort:

High value, medium effort.

This update brings much more data and structure into succession planning.

By introducing Skills Match Analysis and the Compare Candidates tool, leaders can now evaluate successors based on real skill alignment and visible skill gaps. Instead of relying purely on perception, the system helps highlight how well a candidate's capabilities match the target role.

The update also introduces Succession Plan Notes, giving planners a place to document the strategic thinking behind a nomination. That means future leaders reviewing the plan won't have to guess the reasoning behind decisions.

Overall, it moves succession planning from intuition-driven to insight-driven.

The functionality is delivered by the system, but administrators need to enable the feature and ensure skills are properly configured on job profiles or position restrictions.

Without that foundation, the skills comparison won't provide meaningful insights.

What you need to do:

Enable the Feature: Access the Maintain Succession Plan Setup task and select Enable Skills for Succession Plan.

Define Source Data: Decide if the system should pull skills from the Job Profile, Position Restrictions, or both by selecting the corresponding checkboxes in the setup task.

Audit Job Skills: To see the "Skills Match" and "Skill Gaps" columns, you must ensure the target positions or job profiles have skills listed. If no skills are configured on the position, the system will only show a general "Worker Skills" list.

Review Security: Ensure your succession planners have access to the Worker Data: Succession domain to view the new Notes fields and reports.

Update Succession Plans: Encourage planners to use the new Notes section to document the qualitative reasons for nominating specific candidates, ensuring this data is captured in the Succession Plan History report.

179

Development and Talent Worklets

Current Challenges:

For years, managers had to jump between multiple dashboards to understand what was happening with their teams.

Need performance insights? → Team PerformanceWant talent data? → Talent ManagementLooking for reports? → Management Reporting

It worked… but it wasn't exactly smooth.

Managers had to bounce between different worklets just to piece together the full story of their team's skills, performance, and development. It was a bit like trying to understand a Netflix series by watching three different episodes from three different seasons.

To simplify things, Workday® is moving away from these fragmented dashboards and consolidating talent insights into a single, modern workspace: the Manager Insights Hub.

Our Perceived Value VS. Effort:

High value, moderate effort.

The Manager Insights Hub becomes the new central place for people leaders to understand what's happening with their teams.

Instead of hunting through multiple dashboards, managers get a one-stop shop for talent insights, making it easier to spot things like:

- Top performers.
- Development gaps.
- Growth opportunities.

Think of it as upgrading from three different apps to one unified control center for managing your team.

While the Hub itself is delivered by the system, organizations will need to do a bit of housekeeping. That includes:

- Deactivating the old Development worklet
- Updating internal documentation
- Potentially creating a custom dashboard for niche reports that don't live in the new Hub by default.

What you need to do:

To prepare for the transition:

- Enable the Manager Insights Hub as an application for managers.
- Deactivate the Development worklet and any related reporting or processes tied to it.
- Update references to point users toward the appropriate sections of the Manager Insights Hub, such as areas for Interests and Development Items.
- If your organization relies on specific reports that are not included in the Hub, consider creating a Custom Dashboard to house them.

This helps ensure a smooth transition as Workday® continues consolidating talent management tools into the Manager Insights Hub.

180

Team Performance, Talent Management, and Management Reporting Dashboards

Current Challenges:

For a long time, managers relied on several legacy dashboards to understand how their teams were doing:

- Development.
- Performance and Development.
- Performance Review Status.
- Talent.

Each one held a piece of the puzzle. One showed development items, another performance reviews, another talent insights.

The problem? To get the full picture of their team, managers had to jump between multiple worklets.

It was a bit like checking your fitness stats in three different apps: one for steps, one for sleep, one for workouts. You eventually get the story… but it's not exactly convenient.

Workday® is now moving away from those fragmented dashboards and gradually replacing them with a single experience: the Manager Insights Hub.

Our Perceived Value VS. Effort:

High value, moderate effort.

The Manager Insights Hub brings performance, development, and talent insights together in one modern interface.

Instead of digging through multiple dashboards, managers get one place to understand their team, spot development gaps, and identify top performers.

It's essentially the difference between juggling several spreadsheets and opening a single dashboard that tells the full story.

The legacy worklets still exist for now, but organizations will need to manage the transition.

That includes enabling the new hub, updating internal documentation, and making sure managers know where to find the information they previously accessed in those older dashboards.

What you need to do:

To prepare for the shift:

- Enable the Manager Insights Hub and start directing managers there.
- Deactivate the Development worklet and any processes or reporting tied to it.
- Reroute reports and processes so they live in the Manager Insights Hub where possible.
- Consider creating a custom dashboard if you rely on niche reports that are not included in the hub by default.

This helps ensure a smoother transition as Workday® gradually retires the legacy dashboards in favor of the Manager Insights Hub.

181

Anytime Feedback Entries REST API

Current Challenges:

Older versions of the Anytime Feedback Entries REST API (v1, v2, and v3) have been carrying some technical baggage.

Over time, these versions accumulated duplicate endpoints and legacy bugs, which can create inconsistencies in how feedback data is retrieved or posted.

They also don't support the newest subresources, making it harder for external systems to fully sync with Performance Enablement data.

So if an external recognition tool or internal HR integration is using these older endpoints, it's a bit like plugging a modern app into a USB port from 2008. It might still work… but it's not built for today's architecture.

Endpoints affected include:

- POST /workers/{ID}/anytimeFeedbackEntries
- GET /workers/{ID}/anytimeFeedbackEntries
- GET /workers/{ID}/anytimeFeedbackEntries/{subresourceID}

Our Perceived Value VS. Effort:

High value, medium effort.

This update ensures your integrations use the most stable and current version of the feedback API.

That means:

Cleaner and more reliable feedback data.

Better compatibility with modern integrations.

Proper support for new subresources.

A more dependable source of data for performance reviews and recognition tools enhancements.

In short, it removes the technical debt so Anytime Feedback remains a reliable signal in performance conversations, instead of a fragile integration point.

Workday® is retiring the older endpoints, so any integrations pointing to v1, v2, or v3 will eventually break if nothing changes.

Organizations using these endpoints will need a developer or integration lead to remap the endpoints and upgrade to version 5.

What you need to do:

If your organization uses this API:

Validate the API version currently used in your integrations.

Upgrade to version 5 of the endpoint.
If you don't update, integrations that rely on these older endpoints will fail after the update.

So the action here is pretty straightforward:

a quick version check today can prevent a very loud integration error tomorrow.

Time Tracking

182

Time Tracking Accessibility

Current Challenges:

Not every improvement in a system is about new features. Sometimes it's about making the experience clearer and more accessible for everyone.

In some areas of Workday® Time Tracking, labels and contextual information weren't always clear for users who rely on assistive technologies like screen readers. Certain options and data grids could be harder to interpret, which created friction for users navigating the system with accessibility tools.

In other words, the information was there, but it wasn't always being communicated in the clearest way.

Our Perceived Value VS. Effort:

Value:

Moderate to High.Compliance and usability improvement. The update helps organizations meet accessibility standards while creating a more inclusive and user-friendly experience.

Effort:

Very Low to None.No configuration, testing, or process redesign is required.

What you need to do:

No action required!

Workday® automatically applies improved labels, captions, and accessibility enhancements.

183

Enter Time (Weekly Grid)

Current Challenges:

The Enter Time (Weekly Grid) has been around for a long time. It's one of those legacy tools that still works… but doesn't quite keep up with the newer time entry experiences available today.

While functional, the weekly grid doesn't offer the same usability, flexibility, or performance as the newer time entry options in Workday®. And because of that, Workday® is planning to retire the Enter Time (Weekly Grid) task from the Time Entry Calendar.

Going forward, users will rely on newer tools that support weekly or daily time entry in more intuitive ways.

Think of it like retiring an old spreadsheet template once the company rolls out a better dashboard. The old one still works, but the new tools simply do the job better.

Recommended alternatives include:

Enter Time by Week — for entering non-project time for the entire week.

Enter Time by Type / Enter Time by Type (New) — ideal for entering project-related time.

Calendar Micro-Edit (Classic or Period view) — for entering or adjusting time day by day directly in the calendar.

Our Perceived Value VS. Effort:

Value:

Moderate to High.The newer tools provide a more intuitive experience and better support for different types of time entry.

Effort:

Moderate.

Organizations should prepare users to transition to the alternative time entry methods before the legacy grid is retired.

What you need to do:

To prepare for the retirement of Enter Time (Weekly Grid):

Update the Enter Time business process security policy

Remove security groups from the Enter Time initiating action.

Configure the appropriate initiating actions for the replacement time entry tasks.

Update Time Entry Templates Enable alternative methods such as Enter Time by Week, Enter Time by Type, or Calendar Micro-Edit.

Review system references Check business processes, hubs, worklets, saved links, and cards where the weekly grid might be referenced and update them if needed.

Prepare users for the change

Update training materials.

Communicate the change and the new time entry methods to managers and workers.

Verify permissions

Ensure the correct security access is configured for the new time entry methods.

184

Manage Absence for Worktags Time Off Time Type

Current Challenges:

When a time off event used a Worktags Time Off time type, correcting that event through the Manage Absence task didn't always behave as expected.

Specifically, the system didn't rerun time calculations after the correction.
So if the worktags were updated after the time off was already approved, the related time data might not be recalculated correctly. That meant the updated worktags and the calculated time results could end up slightly out of sync.

Think of it like updating the ingredients in a recipe but forgetting to restart the cooking timer. The change happened, but the result didn't fully catch up.

Our Perceived Value VS. Effort:

Moderate to High value, low effort.

This update improves accuracy by ensuring that time calculations are automatically rerun when a Worktags Time Off event is corrected and reapproved.

That keeps the time data and related calculations aligned, even when adjustments happen after the original approval.

The fix is automatically applied and doesn't require configuration.

What you need to do:

Test:

Enter and approve time off for a worker using a Worktags Time Off time type.

Use the Manage Absence task to correct the event and update the worktags.

Submit and approve the corrected time off.

Verify that the system reruns the time calculations and updates the related time data accordingly.

185

Frontline Agent Time Approval Optimizer

Current Challenges:

Approving timesheets can feel like reviewing homework from an entire classroom. Managers often have to go through dozens or even hundreds of entries every pay cycle, even though most of them are perfectly fine.

The problem is not that timesheets are wrong. The problem is that someone still has to check them all manually, which creates unnecessary administrative work and slows down the approval process.

This is where the Frontline Agent – Time Approval Optimizer comes in. It's an AI-powered assistant designed to help managers review timesheets faster using natural language interactions.

Instead of opening every single record, the agent helps by:

• Identifying routine timesheets ready for approval• Flagging warnings, anomalies, or errors• Allowing managers to approve, deny, or send back timesheets through simple prompts• Showing up to 20 timesheets at once for faster review

In simple terms, it filters the noise so managers only focus on the timesheets that actually need attention.

Our Perceived Value VS. Effort:

Value: High

Reducing the time spent reviewing routine timesheets is a big win, especially for organizations with large frontline populations. Managers can move through approvals faster and payroll teams benefit from cleaner, more accurate data.

Effort: Moderate to High

This feature requires enabling the AI agent framework and configuring access and security. It's not a quick toggle, but for organizations already exploring AI capabilities, it can bring meaningful efficiency to time approval processes.

What you need to do:

To enable the feature, administrators must first activate the Frontline Agent framework and ensure the required agreements are in place.

From there:

- Enable the Agent System of Record.
- Register the Frontline Agent in the Agent Management Hub.
- Configure the Time Approval Optimizer skill.
- Assign the appropriate security groups (managers, timekeepers).
- Confirm permissions for Enter Time, Approve/Deny/Send Back, and required API access.

Once configured, the agent can begin assisting managers by automatically surfacing the timesheets that truly need review.

186

Purge for Time Tracking Data

Current Challenges:

Time tracking data piles up over time. Things like time blocks, clock events, comments, attachments, and attestations quietly accumulate in the system year after year.

For many organizations, that becomes a governance problem. Privacy regulations and internal data retention policies may require certain records to be deleted after a period of time. The challenge is that historically, removing this type of time tracking data in a structured and controlled way hasn't been easy.

Our Perceived Value VS. Effort:

Value: High (Governance & Compliance)

This feature gives organizations a structured way to permanently delete sensitive time tracking data. That's a big win for companies dealing with strict privacy regulations or internal retention policies.

It also helps reduce audit risk while keeping data governance practices clean and intentional.

Effort: Moderate to High

This isn't a "click and forget" feature. Because purging data is irreversible and can impact downstream processes like payroll, taxes, or billing, it requires careful configuration, reporting, and planning.

What you need to do:

To use this capability:

- Enable the Time Tracking Data Purge option in Edit Tenant Setup – HCM.
- Configure security access to the Purge Time Data domain.
- Create a report to identify records eligible for purge.
- Configure and run a Purge Plan to remove the selected records.

If no action is taken, the system will simply retain time tracking data according to your existing retention policies.

187

Time Entry Validation Support for Multiple Positions

Current Challenges:

In environments where employees hold multiple positions, time entry validations haven't always been very precise. Historically, validations were applied at the worker level, which meant the system couldn't always distinguish which rule belonged to which position.

That could lead to unnecessary warnings, incorrect validations, or situations where managers weren't entirely sure which position a validation was tied to. In multi-job environments, that lack of clarity can create extra cleanup during approvals.

Our Perceived Value VS. Effort:

Value: High (especially for multi-position environments)

This update introduces position-based time entry validations, which means rules can now be applied specifically to the position the time entry belongs to.

The result is cleaner validations, better approval visibility, and more reliable time data for employees with multiple roles.

Effort: Moderate

Activating the feature requires enabling position persistence and updating validation groups and time entry templates.

What you need to do:

To enable position-based validations:

Activate Persist Position on Time Blocks in Edit Tenant Setup – HCM and set a start date (today or future).

Create or update Time Entry Validation Groups and select the Position Based option.

Associate the new validation group with the appropriate Time Entry Template.

(Optional) Enable Independent Events for Multiple Jobs in the time entry template to enhance approval visibility.

If you do nothing, existing worker-based validations will continue functioning as they do today, and no changes will occur.

188

Time Tracking Reports

Current Challenges:

Some Time Tracking audit reports used to run across the entire tenant, even when managers only needed information for a specific group of workers.

That meant reports could take longer to run and sometimes returned way more data than anyone actually needed. It's a bit like asking for a list of people in your department and getting the entire company directory instead.

Our Perceived Value VS. Effort:

Medium value, zero effort.

This update introduces new filters that allow reports to run for specific worker populations, making them faster and more relevant. Managers can now focus on the group they actually care about instead of scanning through unnecessary data.

The enhancement is automatically available and doesn't require any setup.

What you need to do:

When running the updated reports, you can optionally use the new filters:

- Job Profiles.
- Locations.
- Organization.
- Workers.

Optional) Select Exclude workers who have never entered time or time off to narrow the results further.

If you do nothing:

The reports will continue to work exactly as before.

189

Segment Security for Time Entry Codes to Prevent Edit and Delete

Current Challenges:

Before this update, there was a small but risky loophole in time tracking.

In some cases, a user could edit or delete a time entry even if they didn't have access to the time entry code behind it.

Imagine someone updating a time entry tied to a pay code they're not supposed to touch. Even if it wasn't intentional, that could lead to payroll errors, security concerns, or messy audits.

Not ideal when time data feeds directly into payroll.

Our Perceived Value VS. Effort:

Value: High, effort: Medium

Now, users can't create, edit, or delete time entries tied to time entry codes they don't have access to. If you don't have permission to the code, you can't modify the entry.

It's basically adding a proper lock on the door.

For organizations with strict payroll controls or compliance requirements, this adds an important layer of protection around sensitive time data.

To use it, admins will need to configure segmented security for time entry codes and assign the appropriate security groups.

What you need to do:

To enable this security model:

Create time entry code security segments using Create Time Entry Code Security Segment.

Assign those segments to the appropriate segment-based security groups.

Add those groups to the Access Time Entry Code (Segmented) domain with View and Modify permissions.

Activate the security policy changes.

Go to Edit Tenant Setup – HCM and enable Segment Security for Time Entry Codes in the Time Tracking section.

Run the All Time Entry Codes Security Segments report to verify everything is assigned correctly.

Use the Run Time Configuration Analyzer Tool to double-check the setup.

One more thing to review, if your workers use location-based mobile check-in, you may need to:

Grant access to the default time entry code, or...

Enable Standard Mobile Check-In in Edit Tenant Setup – HCM.

190

Reported Time Blocks for Worker SOAP API and Workday® Graph API Schema

Current Challenges:

When loading time blocks through integrations, the Put Reported Time Blocks for Worker API historically only supported duration-based entries.

That worked fine if you were simply saying "this person worked 8 hours." But for organizations that track exact clock-in and clock-out times, things got more complicated. Integration teams had limited options to load precise In/Out time blocks, which made large time imports less flexible.

Our Perceived Value VS. Effort:

Value: High, effort: Medium

This update expands integration capabilities so time blocks can be imported with specific start and end times, not just durations.

For organizations using integrations or external apps to capture time, this brings better accuracy and more flexibility when loading detailed time data.

The capability is automatically available. However, integration teams may need to update their integrations if they want to take advantage of the new functionality.

What you need to do:

No action is required if your integrations already work with duration-based entries.

If you want to import In/Out time blocks instead:

Update integrations using the Put Reported Time Blocks for Worker SOAP API.

For Extend apps, use the maintainWorkerReportedTime mutation in Workday® Graph API v1.

If you use the Graph API mutation, make sure to review the required security domains by running View Security for Securable Item.

If nothing changes, your existing integrations will continue working exactly as they do today.

191

Time Review Event Query in Workday® Graph API Schema

Current Challenges:

Developers building Extend apps haven't always had easy access to time review events awaiting approval through the Workday® Graph API.

That meant if an app needed to pull pending time review events, developers had limited options. Integrations often required workarounds or additional logic just to retrieve data about items waiting for approval.

Our Perceived Value VS. Effort:

Medium value, low effort.

This update expands the Workday® Graph API by introducing a new query that allows Extend apps to retrieve time review events awaiting approval.

For teams building integrations or automation around time approvals, this opens the door to more advanced workflows and better visibility into pending time events.

The capability is automatically available. However, teams planning to use the new query may need to review security access.

What you need to do:

Nothing is required to enable the feature.

If you plan to use it in Extend apps:

Use the new timeEntryEventsForADateRangeAwaitingProcessingUser query in Workday® Graph API v1

Review the required security domains by running View Security for Securable Item

If you do nothing, existing integrations and applications will continue working exactly as before.

192

Time Calculation Support for Multiple Positions

Current Challenges:

Time calculations haven't always behaved perfectly when employees hold more than one position.

In many tenants, time rules like overtime or shift calculations were applied at the worker level, not the position level. So if someone worked across multiple roles, Workday® could end up applying the wrong calculation logic depending on how the time was entered.

Think of it like using the same dress code for every department in a company. Makes sense for some teams, but not so much if half the company works in finance and the other half works in construction.

Our Perceived Value VS. Effort:

High value, medium effort.

This update introduces position-based time calculations, meaning rules can now run based on the specific position tied to each time block.

Key additions include:

Support for position-level time calculations when workers enter time for multiple positions.

A Position Based option when creating Time Calculation Groups.

A tenant setting to persist positions on time blocks, even for workers with only one position.

New configuration options in Time Entry Templates to calculate shifts and totals by position.

Additional reporting fields and columns to track position-based configurations.

Some calculation types, such as flextime and minimum rest, still remain worker-based.

To use this capability, organizations need to configure position-based time calculation groups, review calculation priorities, and potentially update time entry templates and reporting.

What you need to do:

Create position-based time calculation groups

Use Create Time Calculation Group.

Select Position Based, add an effective date, and include the relevant calculations and eligibility rules based on position.

Update existing time calculation groups

Remove calculations that are now handled by position-based groups to avoid duplicate logic (workers shouldn't be eligible through both worker-based and position-based groups).

Review calculation priorities

Use Maintain Time Calculation Priorities to ensure calculations run in the correct order when both worker-based and position-based rules exist.

Update time calculation tags

Review calculations and adjust tags as needed to support workers with multiple positions.

Optional configurations

Record position on time blocks for single-position workers.

Enable Persist Position on Time Blocks in Edit Tenant Setup – HCM.

Show totals per position on time entry.

Enable Total per Position in Time Entry Templates.

Group shifts by position (if shift-based rules exist).

Enable Position Based Shifts in Time Entry Templates.

193

Segmented Security for Time Entry Codes

Current Challenges:

Previously, access to time entry codes was primarily controlled through broader security configurations. This limited the ability to precisely control which time entry codes workers, managers, or administrators could use. As a result, users might see or select codes that were not relevant to their role or responsibilities, increasing the risk of incorrect time reporting and payroll corrections.

Our Perceived Value VS. Effort:

Value: High

(Compliance & Control).This enhancement introduces segment-based security for time entry codes, allowing organizations to restrict access based on roles, responsibilities, or worker segments. It improves compliance with internal policies and labor regulations, reduces reporting errors, and helps ensure that users only interact with the time entry codes appropriate to their role.

Effort: Moderate

Implementation requires creating security segments, assigning them to segment-based security groups, updating domain security policies, and enabling the feature at the tenant level. Administrators may also need to review existing time entry codes to ensure they are associated with a security segment.

What you need to do:

To enable segmented security for time entry codes:

Create Time Entry Code Security Segments and assign the relevant time entry codes.

Associate the segments with appropriate segment-based security groups.

Update the Access Time Entry Code (Segmented) domain security policy and activate the changes.

Enable the Enable Segment Security for Time Entry Codes option in Edit Tenant Setup – HCM.

Use the All Time Entry Codes Security Segments report and Time Configuration Analyzer Tool to verify that all codes are properly secured.

If you do nothing, time entry codes will continue to function as they currently do, and the new segmented security controls will not be applied.

194

Defer Time Clock Event Processing

Current Challenges:

Some organizations used deferred time clock event processing to manage system load.

Instead of processing time clock events immediately, the system would wait and process them later. This helped with performance in large environments, but it also meant time events weren't matched right away.

Think of it like a restaurant kitchen that collects orders for a while before cooking them all at once. It can help with organization, but it also means customers wait longer for their food.

In time tracking, that delay could create lag in time calculations, approvals, or downstream processes.

Our Perceived Value VS. Effort:

Value: Moderate

This update replaces deferred processing with real-time time clock event matching.

Now, time clock events are processed as they happen, which improves scalability and keeps time tracking more accurate and up to date. It also removes the need to manually manage deferred processing just to control system performance.

In short, time events move through the system immediately instead of waiting in line.

Effort: Low

The change is largely automatic. Most organizations just need to review any internal documentation or training materials that reference deferred time clock processing.

What you need to do:

To prepare for the retirement of the feature:

Access the Edit Tenant Setup – HCM task.

Clear the Defer Time Clock Event Processing check box to transition to real-time event matching.

Review and update any training materials or internal documentation that reference deferred time clock processing.

If you do nothing,

Workday® will eventually move fully to real-time processing as the deferred option is retired.

195

Create Project Worksheet Task

Current Challenges:

The Create Project Worksheet functionality has historically been used to track project-related time and activities.

The problem is that it's a pretty limited tool compared to what modern time tracking can do. Over time, Workday® introduced a much more robust solution through Time Tracking, which handles time capture, approvals, and integrations more effectively.

Keeping project worksheets around alongside Time Tracking creates redundancy. It's like using an old spreadsheet system when a full project management tool is already available.

Because of that, the feature is being retired so organizations can move toward a more scalable and integrated way to manage time.

Our Perceived Value VS. Effort:

Value: Moderate to High

This change simplifies how organizations manage time by encouraging the use of Time Tracking, which provides stronger capabilities for managing work time, approvals, and reporting.

It also improves integration across the platform, since Time Tracking connects more cleanly with other modules and supports more advanced workflows.

In short, it moves time tracking away from a legacy approach and into a more modern, scalable one.

Effort: Moderate

Organizations that still rely on project worksheets will need to transition their processes to Time Tracking.

That may involve configuration updates, user training, and potentially licensing if Time Tracking isn't currently implemented.

What you need to do:

Review whether your organization currently uses project worksheets.

If needed, consider implementing Workday® Time Tracking as the replacement solution (requires a separate license).

Update any training materials or internal documentation referencing project worksheets.

Existing project worksheets will remain viewable, and reports based on current data sources will continue to function.

Time Tracking, Scheduling

196

Scheduled Shifts Starting on a Calculated Day

Current Challenges:

When shifts cross midnight or a day breaker, Workday® can split scheduled hours across two different days.

That might make sense technically, but for managers trying to compare scheduled hours vs. actual hours, it can get confusing. A shift that starts at 10 PM and ends at 6 AM suddenly looks like two pieces of work instead of one continuous shift.

For organizations with night shifts or rotating schedules, that can make reporting less accurate and harder to interpret.

Our Perceived Value VS. Effort:

Medium value, medium effort.

This update introduces new report fields that calculate scheduled hours based on the actual start of the shift, rather than strictly following the calendar day.

The result is cleaner reporting when shifts cross midnight or day breakers, making it easier to analyze schedules and compare planned vs. actual work.

If you want to use the new logic, you'll need to update time calculation rules or custom reports to reference the new report fields.

What you need to do:

Review any time calculation rules or custom reports that rely on scheduled hours.

If needed, update them to use the new report fields, including:

- Schedule Blocks Starting on a Calculated Day.
- Schedule Blocks Starting on a Calculated Day (Workday® Scheduling).
- Scheduled Hours From Blocks Starting on a Calculated Day.
- Scheduled Hours From Blocks Starting on a Calculated Day (Workday® Scheduling).

If no changes are made, your reports will continue using the existing fields, which may still split shifts at.

UI Components & Tools

197

Configurable Cards for Hubs

Current Challenges:

Until now, hub pages have been static. You could access information and tasks, but there wasn't much flexibility to shape the experience. If an admin wanted to highlight a key report, surface a frequently used task, or point users to an external resource, there wasn't an easy way to place that front and center on the hub.

So, users often had to rely on bookmarks, memory, or the classic Workday® scavenger hunt: "I know this report exists… I just need to find where it's hiding."

Our Perceived Value VS. Effort:

Medium value, medium effort.

Moderate value, low effort. The update introduces configurable cards that allow administrators to create and manage custom cards for hubs, including links to reports, tasks, and external URLs.

What you need to do:

To start using configurable cards:

Make sure users have access to the Set Up: Tenant Setup – Cards domain.

Also enable access to the Set Up: Tenant Setup – General domain.

With those permissions in place, you can access the Manage Configurable Cards task to create and manage hub cards.

193

Global Navigation Standardization

Current Challenges:

Some tenants ended up with a mix of old and new navigation styles because administrators could opt out of Global Navigation Menu Categories and the Global Navigation Sidebar. On top of that, duplicate navigation items were sometimes configured across different categories, creating a cluttered and confusing menu experience.

Our Perceived Value VS. Effort:

Value: High

This update brings more consistency to navigation by aligning menu colors with tenant branding, improving accessibility with larger hover targets, and cleaning up duplicate navigation items. The result is a simpler and more intuitive menu structure, which helps reduce user confusion and support questions.

The sidebar is now enabled by default, though administrators still maintain control in this release. It's a good opportunity to review any duplicate navigation items and confirm the system's chosen default category makes sense for your organization.

Effort: Low

The change is mostly automatic, though administrators may want to review existing navigation configurations.

What you need to do:

Nothing is required for the feature to work.

However, administrators may want to review existing duplicate navigation items and confirm that the system's selected default category (based on user usage) aligns with how your organization expects the menu to be structured.

198

Accessibility for Tables with Mass Actions and Quick Filters

Current Challenges:

Users relying on assistive technologies like screen readers or keyboard navigation previously had limited access to some table features. Actions like mass updates (bulk edits) or using quick filters were difficult or sometimes impossible to perform without a mouse.

Screen reader users also lacked important audio cues about the table structure, such as which column they were in, the current sort order, or the state of checkboxes.

Our Perceived Value VS. Effort:

Value: High

This update improves accessibility and ensures users relying on assistive technologies can fully interact with tables. Keyboard navigation has been enhanced, and new screen reader announcements and tooltips provide better context when navigating table data.

The result is a more inclusive experience while also improving usability for everyone.

Effort: None

The feature is automatically available.

What you need to do:

Nothing is required.

Tables can now be fully navigated using only a keyboard, making mass actions and quick filters accessible without relying on a mouse.

199

Save In Context Supported Areas

Current Challenges:

The Save In Context feature didn't have a centralized way to see where it was actually available. Administrators and users had to figure it out task by task, which made it harder to understand where the feature could be used.

Our Perceived Value VS. Effort:

Value: High

High value with little effort.

It's basically a new report for additional information regarding a useful feature. Naturally, security access to each task is part of this new report.

What you need to do:

No setup is required. Availability depends on security access.

If the feature isn't enabled in your tenant, you can opt in using the Maintain Feature Op-Ins task.

200

Security Group Evaluation for Configure Optional Fields Task

Current Challenges:

Managing field visibility across multiple Security Groups could be confusing.Field configurations might apply even if a user belonged to only one of several groups, making it harder to control when fields should appear.

This update introduces a new checkbox called Evaluate All Security Groups in the Configure Optional Fields task for:

- Hidden For.
- Required For.
- Not Enterable For.

When enabled, the field configuration applies only if the user belongs to all selected security groups, giving administrators more precise control.

Our Perceived Value VS. Effort:

Value: High

Improves security configuration accuracy and provides clearer control over field behavior for users who belong to multiple security groups.

Effort: Low–Moderate

Organizations should review their existing security group configurations to confirm the correct access behavior.

What you need to do:

The feature is automatically available and requires no setup.

However, it's recommended to review your security group configurations and use Evaluate All Security Groups where more precise control is need.

201

Adoption Planning Hub

Current Challenges:

Workday®'s Adoption Planning feature has been upgraded to the Adoption Planning Hub, closing a few gaps in how organizations track and manage new features.

A new Adoption Planning report lets you explore updates more easily. From there, you can:

- Review retiring features.
- See what's new in the last 6 months.
- Check what's new in the last 7 days.

Results can also be filtered by assigned user or functional area, making it easier to focus on what matters.

The update also introduces two new reports:

- Adoption Backlog.
- Adoption Roadmap.

All managed within the Adoption Planning domain.

Our Perceived Value VS. Effort:

Value: High

Managing Workday® updates becomes far more organized. Instead of chasing release notes, the Hub acts like a control center for feature adoption.

Effort: Low

Most organizations can start using the hub immediately with minimal setup.

What you need to do:

To configure the Adoption Planning Hub, follow the steps in the Administrator Guide:Set Up Adoption Planning Hub.

Existing adoption items will remain in the new hub, but you may need to adjust:

- Custom reports.
- Custom statuses using the Maintain Adoption Item Statuses task.

Preview tenants now default to the Adoption Planning Hub.

Test the feature in Preview, then enable it in Production when ready.

UI Components & Tools, Talent Acquisition

202

Profile Uplift Opt-Out Removal

Current Challenges:

For a while, organizations had the option to opt out of the Profile Uplift redesign. That meant some users were working with the new profile experience, while others were still seeing the old layout.

On paper that sounds flexible. In reality, it created a bit of chaos. Training guides didn't always match what users saw on screen, screenshots became unreliable, and support teams constantly had to ask the classic question: "Are you on the new profile or the old one?"

Maintaining two different experiences also made onboarding and documentation more complicated than it needed to be.

Our Perceived Value VS. Effort:

Value: Low to Moderate

This update removes the opt-out option and applies the redesigned profile layout to everyone. In other words, there's now a single, consistent experience across the tenant.

While it's not a flashy feature, it does clean things up operationally. One interface means fewer training headaches, clearer documentation, and a lot less confusion when users ask for help.

Effort: Low

There's nothing to configure here. The update simply removes the opt-out option and standardizes the profile experience for all users.

What you need to do:

Nothing at all!

The change is automatically applied, so the new profile layout becomes the default experience across your tenant.

Workday® Accounts

203

Absolute Session Timeout

Current Challenges:

Workday® sessions previously relied mostly on inactivity timeouts.
So if someone stayed active, their session could remain open for a long time. Not ideal for shared computers or unattended workstations, where an open session can quickly become a security risk.

Organizations also had limited ways to enforce stricter session duration policies aligned with internal security standards.

Our Perceived Value VS. Effort:

This update introduces the ability to configure an Absolute Session Timeout, allowing administrators to define the maximum duration a user session can remain active regardless of activity. The setting can be configured in the Maintain Password Rules task with options of 8, 12, or 24 hours, with 24 hours as the default.

The value is high

As it strengthens security controls by limiting how long users can remain logged in and helps organizations align with internal cybersecurity policies.

The effort is low

Since the feature only requires updating password rule settings and does not require major configuration changes.

What you need to do:

Review the Maintain Password Rules task and evaluate whether configuring an Absolute Session Timeout aligns with your organization's security policies.

Select the appropriate timeout duration (8, 12, or 24 hours) based on your company's security standards.

Communicate the change to users if stricter timeout settings are implemented, as sessions will expire after the configured time even if the user remains active.

Workday®
Adaptive Planning

204

Planning APIs

Current Challenges:

The Accounts, Dimensions, and Levels APIs used in Adaptive Planning are being retired.

Organizations currently using these APIs for integrations or automation will need to transition to the newer API framework to avoid disruptions once the legacy APIs are removed.

Our Perceived Value VS. Effort:

Moderate value, moderate effort.

This update replaces the retiring APIs with the newer Adaptive Planning REST APIs, which provide improved functionality and a more modern integration framework.

These APIs offer better flexibility and long-term support for integrations with Adaptive Planning.

What you need to do:

Start transitioning integrations to the new update Accounts, update Levels, and update Dimensions REST APIs.

All updates should be completed before the August 15, 2026 retirement date to prevent integration disruptions.

Workday® AI, Payroll (US, CA, AU, FR, IE and UK), Payroll Agent.

205

Payroll Agent

Current Challenges:

Payroll teams spend a surprising amount of time hunting down information.

Looking for payroll data. Running reports. Checking configurations. Trying to figure out why something doesn't look right before payroll runs.

A lot of this work is reactive. Someone notices an issue, then the investigation begins. Multiple reports, filters, exports, and cross-checks later, the root cause finally appears.

It's a bit like debugging a spreadsheet where every answer requires opening three more tabs.

Because of this, payroll practitioners often spend valuable time searching for information instead of acting on it.

Our Perceived Value VS. Effort:

Value: High.

The Payroll Agent introduces an AI-powered conversational assistant designed to help payroll teams interact with payroll data more naturally.

Instead of digging through reports, users can simply ask questions in plain language and get insights back.

The agent can help teams:

- Retrieve payroll data conversationally.
- Identify missing configurations or data issues before they impact payroll.
- Analyze minimum wage changes and estimate their impact (U.S. and Canada).
- Provide payroll insights without building custom reports.

Think of it as a payroll analyst that lives inside the system, ready to answer questions instead of making you dig for the answer.

Effort: High

Setup is required to enable the feature, configure the Agent System of Record (ASOR), and activate the agent skills.

What you need to do:

Before you can use the Payroll agent, you must:

- Set up and configure Agent System of Record (ASOR).
- Access the Agent Management Hub to manage the Payroll Agent.
- Opt in to the Payroll Agent skills:
  - Core Payroll Data Retrieval.
  - Payroll Data Insights.
  - Identify Missing Data and Configuration.
  - Minimum Wage Analysis.
- Configure the required skills:
  - Identify Missing Data and Configuration.
  - Minimum Wage Analysis.
- Review internal processes to validate AI-generated responses before using them in payroll operations.

If you do nothing:

The Payroll Agent and its AI capabilities will not be available in your tenant.

Workday®
Everywhere

206

Workday® Self-Service Agent (WSSA) in Slack and Microsoft Teams

Current Challenges:

Most HR teams know the pattern.
Employees have questions about policies, tasks, approvals, benefits, or basic system actions… and those questions usually land in the same place: the HR team's inbox or chat.

Even when the information already exists somewhere in the system, employees often don't know where to find it. The result is a steady stream of small requests that slowly chip away at the team's time.

To address this, Workday® is introducing the Workday® Self-Service Agent (WSSA), an AI-powered assistant designed to help employees complete tasks and access company policy information directly through Slack or Microsoft Teams.

WSSA replaces the legacy Workday® Assistant and supports conversational, multi-step interactions. Employees can ask questions in their own words, and the agent interprets the request, understands the user's role and context, and responds with relevant information or guidance.

Our Perceived Value VS. Effort:

Value: Depends on HR workload

For organizations with a high volume of employee questions, this feature can act like a digital front desk for HR. Instead of routing every small question to a person, the system can handle many routine interactions automatically.

Employees get faster answers, and HR teams can focus their attention on more complex work. The value will largely depend on how often employees rely on HR for everyday questions or guidance.

Effort: Low

The setup itself is relatively straightforward, but organizations do need to meet a few prerequisites and configure security for the agent within Workday® Everywhere.

What you need to do:

Prerequisites

Your organization must be on the Universal Main Subscription Agreement (UMSA).

You must sign the Workday® Flex Credits and Platform Entitlement Policy and purchase Workday® Flex Credits, which power Workday® AI agents. Your account team can help determine the appropriate credit allocation.

Configuration

Configure security access for WSSA within Workday® Everywhere.

Set up the Workday® Self-Service Agent for Slack and Microsoft Teams.

WSSA will replace the current Workday® Assistant, which is scheduled to be retired in 2027R2. Until then, organizations have time to transition while both options are supported.

207

Workday® for Copilot

Current Challenges:

As AI tools become part of everyday work, employees are starting to expect systems to behave a little more like assistants and a little less like databases.

Instead of navigating menus or searching through documentation, people increasingly want to ask a question and get an answer. For HR teams, that means finding ways to make policies, tasks, and system actions easier to access without adding more manual support work.

This is where Workday® for Copilot comes in. The integration connects Workday® capabilities with Microsoft 365 Copilot, allowing users to interact with Workday® information through conversational AI.

Employees can ask questions naturally, and the system analyzes their role, responsibilities, and context to provide relevant guidance or help them complete tasks directly.

Our Perceived Value VS. Effort:

Value: Depends on HR case volume

For organizations with a large number of employee questions or requests, this feature can help reduce routine interactions that normally land with HR or support teams.

Instead of routing every basic request through a person, Copilot can help employees find policy information, understand processes, or complete tasks more quickly. The bigger the employee population and the heavier the HR support load, the more noticeable the impact.

Effort: Minimal (with added cost)

Technically, setup is straightforward. However, organizations will need to meet the required subscription conditions and account for the cost model tied to AI usage.

What you need to do:

Prerequisites

Your organization must be on the Universal Main Subscription Agreement (UMSA).

You must sign the Workday® Flex Credits and Platform Entitlement Policy and purchase Workday® Flex Credits, which power Workday® AI agents. Work with your account team to determine the appropriate credit allocation.

You must have Microsoft 365 Copilot.

Configuration

Configure security access for WSSA within Workday® Everywhere.

Set up Workday® for Copilot.

If no configuration changes are made, the Copilot agent may still appear automatically for users who already have WSSA and Workday® Everywhere enabled and provisioned.

Workday® Everywhere, Notifications and Alerts

208

Workday® Everywhere Job Requisition Approval Notifications

Current Challenges:

Approvals for job requisitions usually live inside the system. That means approvers often only notice them when they log in or check their inbox. And in busy organizations, that can slow things down. A requisition sits waiting for approval while the approver is deep in Slack, Teams, or their tenth meeting of the day.

In other words, the request exists… but it's not always visible where people spend their time.

Our Perceived Value VS. Effort:

Value: Moderate

This update allows approvals for the Job Requisition business process to send notifications directly to Slack or Microsoft Teams through Workday® Everywhere.

So instead of approvals hiding inside the system, they can show up in tools people already use all day. Approvers can see requests faster, react sooner, and move hiring processes forward without needing to constantly check another application.

It's a simple improvement, but it can make requisition approvals move noticeably quicker.

Effort: Low

Once configured, users can even control their notification preferences for Slack or Teams, choosing to receive them immediately or mute them if needed.

What you need to do:

To enable these notifications:

Set up and enable Workday® Everywhere for users.

Configure the Job Requisition business process with an Approval step and enable the corresponding system notification.

Set up and enable either the Slack or Teams notification channel on the routing rule for the Approvals notification type.

Workforce Planning

209

Headcount Planning Application

Current Challenges:

Headcount plans could include compensation-related columns, but there was a catch: those columns couldn't actually be secured.

That meant compensation data inside headcount plans or headcount forecast plans could end up being visible to users who weren't supposed to see it.

In other words, it was like having a locked office… but one window accidentally left open.

Our Perceived Value VS. Effort:

Moderate value, low effort.

This update introduces the ability to secure compensation-related columns in headcount planning.

Administrators can now control access so that only users with permissions to the Compensation Details: Headcount Planning domain can view that data.

The result is proper security for compensation information inside headcount planning, keeping sensitive data visible only to the right people.

What you need to do:

Add users to security groups with access to the Compensation Details: Headcount Planning domain if they need access to secured compensation data.

210

Headcount Plan Date Range

Current Challenges:

The Configure Headcount Plan task had an annoying edge case.

In tenants where Unified User Provisioning and Authentication (UPA) was enabled, selecting a From date in the Plan Date Range section could trigger an error.

So the moment you tried to define the starting point of the plan, the task could fail.

Not exactly ideal when the whole purpose of the screen is to define the timeline of the plan.

Our Perceived Value VS. Effort:

Value: Moderate | Effort: Low

This update fixes the issue.

Selecting a From value in the Plan Date Range section of the Configure Headcount Plan task will now work as expected, even in tenants with UPA enabled.

Simple fix, but it removes a blocker from a task that planning teams rely on.

What you need to do:

Run the Configure Headcount Plan task.

Select a From value in the Plan Date Range section.

Verify that the task no longer returns an error.

The task should now allow you to define the date range normally without interruptions.

Worksheets

211

Contextual Commenting in Worksheets for Composite Report Data and Commenting Enhancements

Current Challenges:

Comments in Worksheets used to feel a bit like sticky notes floating in space.

You could leave a comment, but it wasn't tied directly to a specific value in composite report data. That meant conversations about the data could lose context. Someone reading the comment later might have to guess what number, metric, or cell the discussion was actually about.

Not ideal when teams are trying to analyze data together.

Our Perceived Value VS. Effort:

Moderate value, low effort.

This update introduces contextual commenting on live composite report data in Worksheets.

Now comments can be directly tied to specific values, making it easier to discuss exactly what's happening in the data. Along with that, the commenting interface gets a few improvements that make discussions easier to follow.

Think of it like turning comments from general chat messages into replies attached to the exact number everyone is talking about.

The result: clearer collaboration and better visibility into conversations around the data.

What you need to do:

Nothing at all!

Users can now add comments directly to composite report data in Worksheets using the Insert Comment option.

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Create Workbooks from Composite Reports

Current Challenges:

Creating a workbook from a composite report used to feel a bit like building IKEA furniture without the shortcut tool.

If you wanted report data inside a Worksheet workbook, you had to manually add the composite report data first before you could start working with it.

It worked, but it added an extra step that slowed down the process.

Our Perceived Value VS. Effort:

Moderate value, low effort.

This update introduces a Create Workbook button directly on custom composite reports.

With one click, users can now generate a workbook that already includes the live composite report data, removing the need to manually add the report afterward.

In other words, Workday® now lets you jump straight from report to workbook without the extra setup step.

What you need to do:

Make sure the following conditions are met:

- The report is a custom composite report.
- The report is enabled for Worksheets.
- The user has access to the Worksheets domain.

Once those are in place, the Create Workbook button will be available on the report.

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your attention and partnership, hope you the best and offer our assistance in any guidance with which you think we could be helpful.

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