



July 26, 2017

TO: Texas A&M AgriLife On & Off Campus Unit Contacts

SUBJECT: Workday Update for Unit Contacts



- September 18 – Workday E-Learning Awareness courses available in TrainTraq
- October 16 – Workday Webex Training Courses Begin
- November 22 – the BPP “Freeze” date
- December 17 – hourly employees can enter time in Workday
- December 18 – all employees can complete the Workday Day 1 Checklist

Reminder: the NEW Workday Help link is available through SSO <https://sso.tamus.edu/> - includes security role definitions; training info, FAQs and other resources for the new Workday System

Attached is the **July Word on Workday** which summarizes what has been happening and what’s up next. Feel free to display it in your work areas.

Also attached is the most recent **Workday Update slide deck** with additional details regarding what’s going on with the project.

We will continue providing Workday update summaries throughout the summer and fall as the December Go Live approaches!

For questions, please contact:

Joy Bading, Manager, Human Resources at 979-845-7986 or joy-bading@tamu.edu

Texas A&M AgriLife Human Resources | <http://agrilifeas.tamu.edu/hr/>