Workday
New Employee Overview

Overview
What is Workday?
The Workday Overview session offers a guided tour of Workday to all new FM employees.

Program Content
- General Workday Overview
  - Introduction & Navigation
  - Inbox
  - Notifications
  - Profile
  - Pay
  - Time
  - Absence
- Workday Resources

*This is not a hands-on session. Individualized instruction will need to be provided by the individual department/shop.

Date
The first Tuesday of each pay period
1:00-1:30pm

Location
Skipwith Hall – RM 010

Coordinator
Occupational Training

Target Audience
All individuals new to UVA Facilities Management

Enroll Now
Email: Fm-Training@virginia.edu
Please include your name and computing ID