Workday
New Employee Overview

Overview
What is Workday?
The Workday Overview session offers a guided tour of FM’s cloud-based human resources, payroll, and financial needs system to all new FM employees.

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

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

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