# #HelloMary

August 23, 2024

**Workday Special Edition #4** 

#### **WORKDAY IMPLEMENTATION UPDATE**

Dear friends.

As we continue our journey toward fully implementing Workday, here are a few important highlights:

### 95% Completed

We're excited to share that we have now completed 95% of the Workday setup. This means that launching Workday is closer to Go Live.

Upcoming Employee Testers Needed in November.

 We will need your help to ensure that the system meets our needs across all departments. Look for an invitation coming soon!

New Time Clocks & ShiftWizard Scheduling System

- As part of our transition to Workday, we will also be installing a new time clock system, and ShiftWizard scheduling system.
- These new work tools will integrate seamlessly with Workday.
- Training sessions on how to use these new tools will be available in the coming weeks, so please keep an eye out for more information.

Mary Free Bed Rehabilitation



Please visit the Workday SharePoint

Scan the QR code to:

- Watch a video on "What is Workday"
- Please submit any questions that you have to the FAQ Form on SharePoint.
- Access previous Workday HR Newsletters







# Configure



## **Test**



## Launch

Identify
Workday
modules
and
current HR
processes.

Build processes and convert current data to Workday. Test HR
process
scenarios
and refine
configuration.

Training delivered and system go live.

May - June



July - Aug





January 1