



Faculty and Staff,

As we begin our fourth week with Workday, we are ready to wrap-up our Workday go-live checklist. Thank you to everyone who has completed all the activities so far. GVSU has successfully made the transition to Workday!

- 4333 employees have logged in to Workday
- 586 purchase requisitions created
- 25 job requisitions created

During this stabilization period for Workday, we expected to identify and fix implementation issues. The first payroll, a crucial test, was successfully processed. While some issues surfaced, most were corrected quickly including making additional payment options where applicable. While the goal is always 100% accuracy, over 75% was correct, showcasing significant progress given the substantial undertaking of implementing Workday. Our next payroll will be much closer to the 100% goal.

Check the [Workday @ GVSU Support](#) page to stay informed about ongoing and resolved known issues, access self-service resources, or [submit a support request](#) to Finance, HR, or IT.

Key [Workday go-live checklist](#) action items for January 22-31:

- Complete your talent profile review
- Complete any remaining training
- Review the Workday @ GVSU Roadmap

Please view the go-live checklist for a full list of action items for this final [January 22-31 section](#). After completing these final activities, you will have the chance to enter the weekly prize drawing. Congratulations to Stephanie Pulido from the Autism Education Center, our third weekly prize drawing winner.

Workday tip: Workday reports come in many forms and fashions and will become increasingly as more data is added to Workday. Learn the basics about [Workday reports](#) and watch for upcoming training on financial reports.

Thank you for your continued support and commitment to the successful adoption of Workday.

Sincerely,

Greg Sanial, Vice President for Finance & Administration

Katherine Fay, Director of Project Management Office

1 Campus Drive
4465 P. Douglas Kindschi Hall of Science
Allendale, MI 49401

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