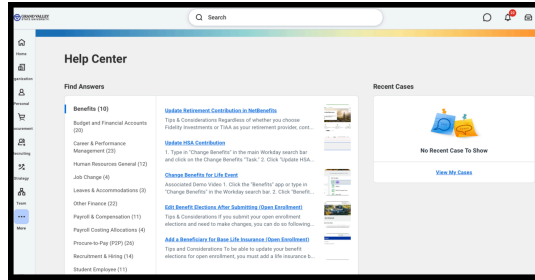


[View this email in your browser](#)



April 2026



Workday Help Article Tip: Use Two Browser Tabs to Complete Task

Following a [Help Article](#) while completing a task in Workday? Here's a simple trick to make it easier:

Keep the Help Article open in one tab and use a second tab to complete the process. This lets you switch back and forth without losing your place!

How to do it:

- Right-click your current Workday tab
- Select "Duplicate" or "Duplicate Tab" (depending on your browser)
- This tip works on both Mac and PC.

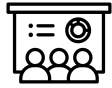
Now Premiering: Workday Student Video

Want a quick overview of what's coming with Workday Student? Take a few minutes to watch this [short introduction video](#) to learn about:



- The vision for Workday Student at GVSU
- Key system functionality
- What you can expect as we move forward

This is a great starting point to get familiar with the system and a helpful video to share with colleagues.



Workday @ GVSU Town Hall Recap

Thank you to everyone who attended the March 23 Workday Town Hall. We appreciate your engagement and thoughtful questions.

Couldn't make it? View the [PowerPoint presentation](#) or [watch the full session recording](#).

We appreciate your involvement — stay tuned for more ways to learn, ask questions, and prepare.



Workday Feedback Update

In January 2026, the [Workday Governance Group](#) invited Appointing Officers to submit requests for improvements or fixes in Workday. More than 50 submissions were received and reviewed, with each categorized and responded to.

The Workday Governance Group has added about 25% of submitted items to the optimization list. The remaining items highlight opportunities to expand training, better share existing Workday capabilities, and explore potential enhancements with Workday as GVSU continues adapting to new ways of working.

A full summary of submissions and responses is available in the [Workday Optimization Intake report](#). Additional items are expected to be added to the [optimization page](#) in the upcoming weeks.



Speak Workday: Friends and Family & Third-Party Proxy

“Friends and Family” and “Third-Party Proxy” refer to individuals a student authorizes to access specific parts of their student record. At GVSU this is currently known as *Guardian/Family Access* in Banner

What it does:

- Allows designated individuals to view specific student information
 - Permissions are set and controlled by the student
 - Access can vary based on what the student chooses to share
-



Need Assistance? Workday Support Resources

A variety of Workday support resources are available to the GV community. You can access these resources through the [Workday Support webpage](#).

Here you'll find quick access to [Workday Help articles](#), support contacts across the university, links to [submit tickets](#) and more.

Any other Workday questions can be emailed to wdstudentproject@gvsu.edu.

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