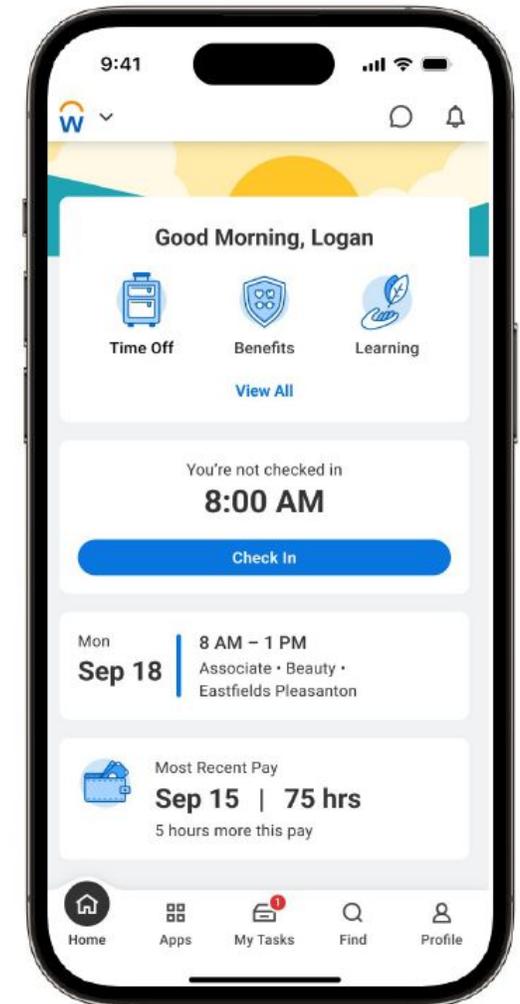# Workday Mobile

Guide to the Workday Mobile App

TOPBLOC

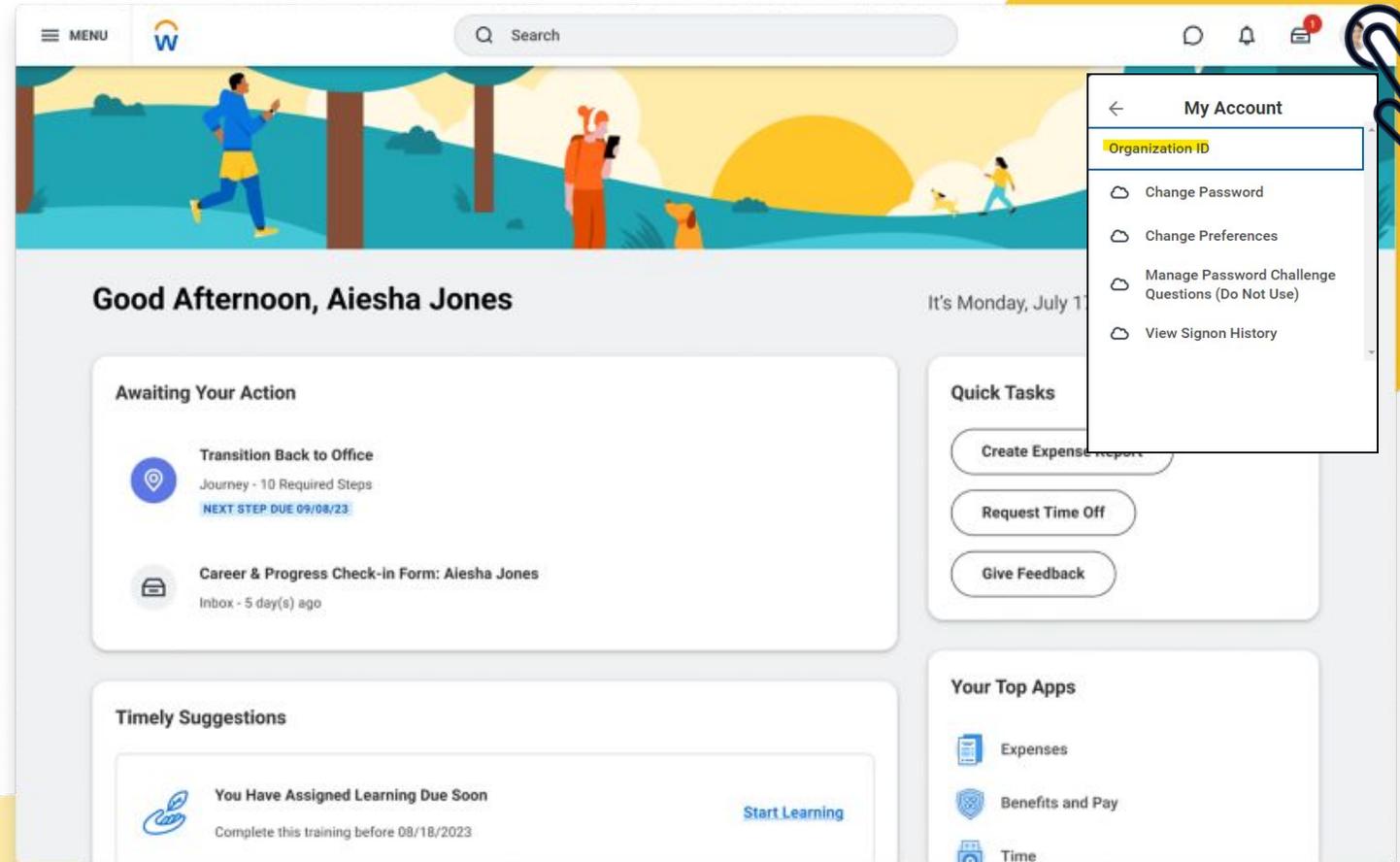# Key Benefits of the Mobile App

- Simple and intuitive

- Seamless access to top tasks and information for the entire workforce

- The same look, feel, and security model as the rest of Workday

- Native mobile device technology, such as biometric authentication, to ensure secure access

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Access your Organization ID

To access your tenant on mobile for the first time, you must use your Organization ID.

➜ To find this, travel to the person icon (or your photo) in the top right corner of Workday.

➜ From there, select "My Account" > "Organization ID"

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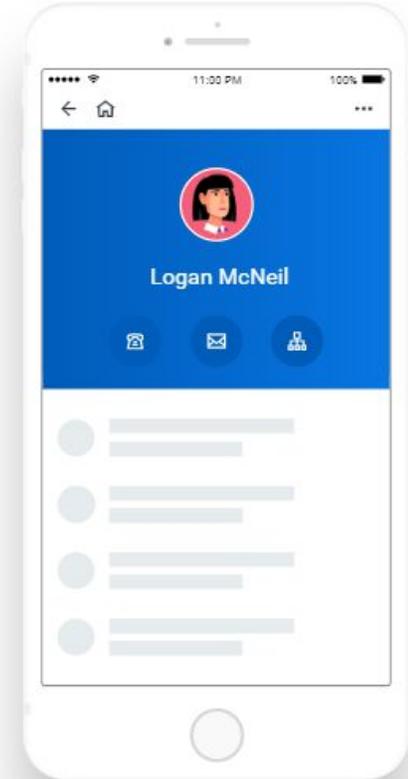➔ From there, select "My Account" > "Organization ID"

Your Organization ID:**tenantname1**

Get the Workday mobile app and use your Organization ID to connect.

∨ Scan

∨ Download

Download on the App Store

GET IT ON Google Play

Logan McNeil

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List Tasks Available On Mobile

This report allows System and Security roles to search by Functional area and view associated actions available via the mobile app. Search "**List Tasks Available on Mobile**" to review.

Please note that there is no way to set up different Desktop vs Mobile tasks. If the task is listed as available on mobile, it will be available to those who have access to the task on desktop.

Business Process Type 319 items

Business Process Type	Functional Area(s)	Type	Name	iPad	iPhone	Android	Web
Hire	Staffing	Basic Approval		Yes	Yes	Yes	Yes
		Detailed Approval					Yes
		Allowed Action	Add Flexible Work Arrangement for Worker	Yes	Yes	Yes	Yes
		Allowed Action	Change Benefit Elections	Yes	Yes	Yes	Yes
		Allowed Action	Change Emergency Contacts	Yes	Yes	Yes	Yes
		Allowed Action	Change Personal Information	Yes	Yes	Yes	Yes
		Allowed Action	Edit Government IDs	Yes	Yes	Yes	Yes
		Allowed Action	Edit Licenses	Yes	Yes	Yes	Yes

The "Actions" header spans the Type, Name, iPad, iPhone, Android, and Web columns.

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Workday Mobile Supports Your Employees

1 Quick and secure access to the Workday mobile app with biometric login.

2 Drive efficiency and productivity. Employees can use their phone's built-in camera to submit expenses, scan products in the warehouse, and more.

3 Ensure accuracy in timekeeping and attendance tracking by setting your own parameters on specific locations.

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Workday Mobile Supports Your Employees

4 Rest assured that your data is always safe—Workday for mobile is compliant with iOS and Android security and privacy standards. Your employees can access only the information they need.

5 Improve employee self-service with push notifications. Send timely updates with clear and actionable messaging for a seamless employee experience.

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Questions

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