USFWorks powered by Workday FAQs

Why is USF implementing Workday?
A standout among all its competitors, Workday has the potential to revolutionize how we conduct internal business processes and operations, with the added benefit of significantly enhancing the level of service to employees across the University.

What is Workday?
Workday is a cloud based Software-as-a-Service (SaaS) HCM/Payroll application which replaces the current HR Banner 8 system. Workday integrates HCM and Payroll to offer frequent releases that optimize the system, flexible reporting to meet changing needs, and, offers a unified & streamlined service to the faculty and staff community.

How will Workday be used at USF?
Workday offers many applications including Human Capital Management and Payroll which are currently being implemented here at USF.

- Human Capital Management: Workday will allow employees and managers to take action or view information quickly and easily using a number of self service features.
- Payroll: Workday Payroll will streamline the entire payroll process by managing payroll calculation rules and pay groups ensuring timely and accurate pay.

What is the implementation timeline for Workday?
The current implementation plan has three phases with a final deployment date of January 1, 2019. A more detailed timeline is available on the **Project Updates** page on myUSF.

How will updates to the project be communicated?
The Workday Project Team will be sharing updates in a variety of ways. We will share some updates via Dons Apps email. Other updates will be shared with smaller audiences by our Workday Champions or through regularly scheduled business group meetings. The USFWorks powered by Workday web pages will also be updated regularly.

Will Workday training be offered?
Absolutely! Workday is a very user friendly system that includes a number of quick tutorials. There is a comprehensive training strategy being developed to support all university faculty and staff before, during and after the transition. More details to come closer to the Go-Live date.

Will my personal information be secure?
Yes. Protecting the security and privacy of personal data is of the utmost importance to USF. Workday's global data protection strategy includes strict policies and procedures for access, use, disclosure and customer data transfer.

Will Workday work with any internet browser?
Any browser will work to access Workday (Internet Explorer, Firefox, Google Chrome, etc.)

What devices will I be able to use to access Workday?
Workday can be accessed from a PC, Mac, tablet or smartphone (Apple or Android devices) with an active and secure internet connection.

How do I ask questions or provide feedback about Workday?
You can reach the Workday Project Team at **Workday-Questions@usfca.edu**.