

Introducing **WORKDAY MOBILE**

for WSU employees



In 2021, WSU employees will have the option to use Workday from their mobile devices. Here's what you need to know:

Workday Mobile is easy to access and use.

Workday Mobile is an app for iPhone, iPad and Android devices, designed to enable employees to conduct essential functions from anywhere.

Using Workday Mobile is your choice.

WSU employees are not required to use the mobile app on personal devices. All essential Workday tasks and functions can be performed from a university provided computer.

Your personal device remains safe and private.

The Workday Mobile app uses the same security framework as the web platform. Multi-factor authentication (MFA) is used, and data is never stored on your personal device.

Here's what you can do using Workday Mobile:

- Request time off
- Record hours worked
- Create an expense reimbursement request
- View your inbox and notifications
- View reports and dashboards



Modernization Initiative

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