Workday Wednesday
September 25, 2019 (Go-Live in 5 days!)
Topic: Employee Self-Service

- Okta Login Information
- Employee Profile
  - Accuracy of information
    - Business title and position
    - Hire date
    - Service
    - Work location
- Organization
  - Organization accuracy
  - Direct reports
  - Team members
- Compensation
  - Payment amount
  - Plan type (hourly or salary employment)
- Benefits
  - Benefits elections
  - Dependents
- Contacts
  - Updating contact information
  - Emergency contact information
- Need help?
  - SaintsConnect Page: my.marymount.edu/SaintsConnect
  - E-mail hr@marymount.edu for HR-related tasks and processes
  - For payroll issues, contact the payroll department
  - Contact its@marymount.edu for IT-related issues