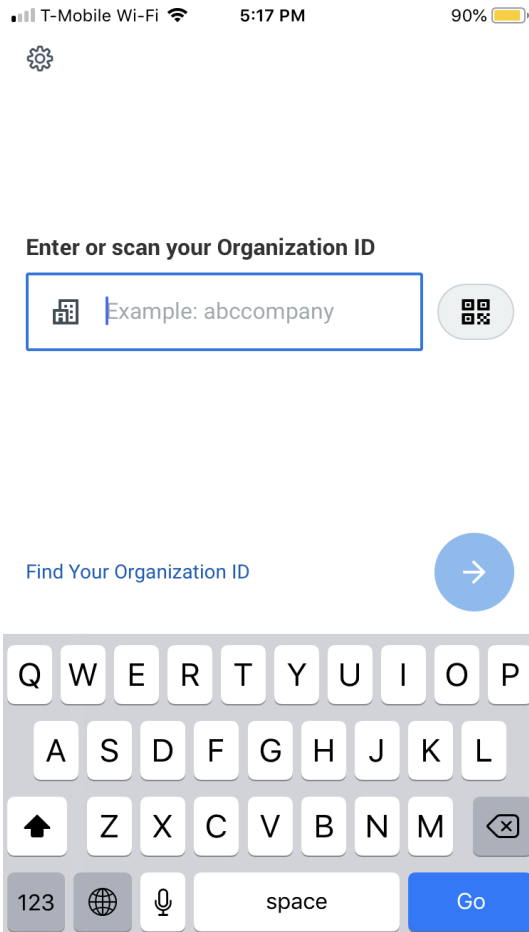



You can install the Workday application on your iOS or Android mobile device, through the App Store or Google Play store, respectively.

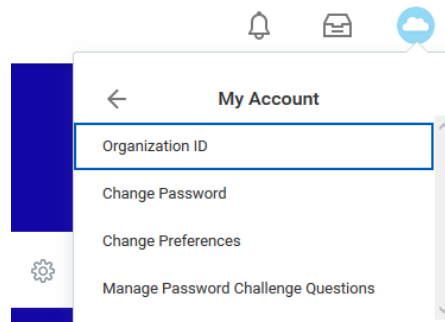
### APP SETUP

After you have downloaded and installed Workday on your device, you will need to configure the app to connect to the SaintsConnect portal. Open the app and click the **Log In** button at the bottom of the screen. This will bring you to a screen that will prompt you to enter or scan your Organization ID.

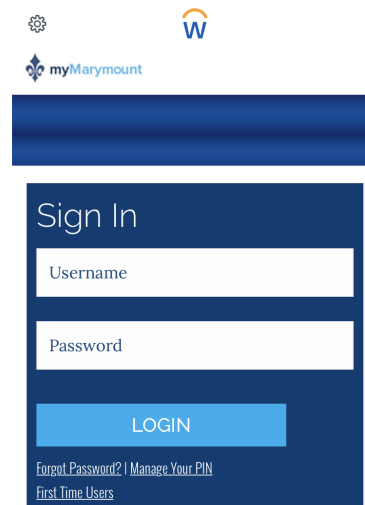


1. In the text field, enter the organization ID.

- NOTE: Alternatively, press the QR code button , which will open your device's camera. If your device asks you to authorize access to the camera, choose the option to allow the app to connect to the camera. Then, on your desktop, click the profile badge in the top right of any page and choose the **My Account** option. A dialog box will pop up with the SaintsConnect QR code. Point your phone towards the code to scan it.



2. The Okta verification page will automatically load. Follow the instructions to sign into the system using your Marymount credentials.



## INTERFACE

The Workday app will allow you to perform the same functions as the desktop version, including, but not limited to:

- Changing contact information
- Checking in/out
- Entering time worked
- Accessing your inbox
- Managing job requisitions
- Viewing employee profiles
- Viewing payslips

