



Learn On-Demand

The Workday Education Learn On-Demand libraries provide an online reference for your Workday administrators. These collections of short, targeted, self-paced e-learning courses cover different product areas and specific configurations, activities, and tasks within Workday.

The libraries provide just-in-time, 24/7 training support for your Workday administrators who can take the courses from any computer with an internet connection.

Enhancements to Workday are reflected in the libraries as well. Existing courses are updated when there are changes in product functionality, and new courses are added to provide training on the latest product features.

The Libraries

The Workday Financial Management library supports different financial management modules such as Workday Expenses, Workday Procurement, and Workday Revenue Management.

The Workday Human Capital Management (HCM) core suite library provides training on core Workday HCM functionality including product areas such as Workday Compensation and capabilities such as organization management, and also includes courses on Workday Benefits.

The Workday Payroll, Workday Absence Management, and Workday Time Tracking library provides training for these product areas as well as for activities such as off-cycle payroll processing and defining your Workday Time Tracking work schedule calendar.

Cross-application technology works across all Workday products that support tasks such as reporting, security administration, and integrations.









Education and government offerings are topic-specific and include titles on grants management, effort certification, endowments, and academic staffing.

Full Spectrum of Learning Options

We offer a variety of learning delivery options ranging from independent, self-paced offerings to traditional in-class training. Learn more about [Workday Education Services](#).

Key Benefits

- Access specific training—anytime
- Prepare for Workday deployment
- Continue learning through ongoing education
- Reinforce topics learned in classroom training

WORKDAY EDUCATION OFFERINGS	DESCRIPTION
 <p>Learn In-Person</p>	<p>This traditional instructor-led in-classroom training prepares students to meet their job requirements. It combines lectures, social learning, product demonstrations, and hands-on activities.</p>
 <p>Learn Remote</p>	<p>Learn Remote offers instructor-led training delivered online. In-person and remote students are combined into a single class, providing the same real-time collaboration, instructor interaction, and learning benefits for both groups. There is no travel needed, which saves you time and money.</p>
 <p>Learn Virtual</p>	<p>Our virtual classroom offers the advantages of live instructors without the expense and time associated with travel. Students connect to our training environment and participate remotely, complete hands-on activities, and interact with instructors and other students.</p>
 <p>Learn Independent</p>	<p>Workday offers customers training flexibility with Learn Independent. Students can learn online from anywhere, anytime, and at their own pace with a combination of videos, interactive activities, job aids, and quizzes. Start times begin when it is most convenient for students, and they will retain access to course material indefinitely as long as their Learning Center account remains active.</p>
 <p>Learn On-Demand</p>	<p>Students complete short, topic-specific videos and job aids at their own pace with Learn On-Demand. This training supplements instructor-led offerings and provides students with immediate access to specific course-content in real time. This content often serves as refresher material on specific topics learned in instructor-led courses.</p>
 <p>Workday Pro</p>	<p>Workday Pro is our highest level of customer accreditation. It is designed for individuals who want to acquire deep expertise in Workday. This program trains our Workday Pros to deliver a similar level of value as an external Workday-certified consultant. This accreditation program consists of a number of tracks, each with relevant courses, plus an online test. Accredited Workday Pros receive membership in the private Community group, full access to the Workday Touchpoints Kit, and update training with each new Workday release—all for no additional cost.</p>
 <p>Adoption Kit</p>	<p>The Adoption Kit helps accelerate the development of end-user training and use of self-service features and functionality, ultimately contributing to a successful Workday rollout. It includes a combination of videos and job aids for common employee and manager self-service tasks, as well as graphic assets, facilitation guides, and marketing materials. Training teams can use these materials as-is or customize content to meet unique organizational needs.</p>
 <p>Workday Touchpoints Kit</p>	<p>The Workday Touchpoints Kit is a collection of diagrams, heat maps, and organizational details that illustrate the connection points across all product areas within the Workday suite. These tools can be used by customers and consultants alike, with the end goal of maximizing the Workday application.</p>



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