Release:	2022R2	**Feature Release Item:**	Fixed Recurring Expiration Dates	**Feature Setup:**	Automatically Available
Functional Area:	Learning	**Community Resources:**	LRN-16222 https://community.workday.com/node/875890	**Target Audience:**	Customers using the Learning module with courses that contain expiration dates.
Description of Change:	Workday improves efficiency by enabling you to configure recurring expiration periods for courses, making it easier for learning administrators to manage your workers' retraining needs. You can also configure a retraining window to trigger retraining content to display on the *Required For You* slider during a specified time period, while also ensuring that learners complete retraining within the defined retraining window. You can no longer add or edit expiration dates on course offerings. You can also add a new Retraining Window section and a new Recurrence Frequency option on the Expiry Period prompt on these tasks: • Create Course • Edit Course				

Update Complexity:	Low	**Impacted Modules:**	Learning	**Prerequisite:**	None

Description of Uptake Project:	**Assumptions/Special Considerations:**	**Level of Effort:**
1. Access the Create Course or Edit Course task 2. Under the Retrain Window section, enter the number of weeks or months for the retraining time period. 3. Under the Default Expiration Rule section, select Recurrence Frequency for the Expiry Period. 4. Enter a number and select a time unit in the Recurs Every and Recurrence Time Unit fields to configure a recurrence frequency.	This feature doesn't affect existing course offerings with expiration dates. New course offerings will use the expiration dates from the course.	Low

teamUpHR

Release:	2022R2	**Feature Release Item:**	Organization-Based Routing for Approval Chains	**Feature Setup:**	Setup Required
Functional Area:	Cross Application Services	**Community Resources:**	EFCORE-447 https://community.workday.com/node/987617	**Target Audience:**	All Workday Customers
Description of Change:	With this release, Workday enables you to route approval chain business process steps using organization-based routing. This enables Workday to quickly assign the approvals to the appropriate people in your organization structure. This also reduces manual workarounds for routing merit increase, hire request, and supplier invoice approvals to leaders who manage multiple areas beyond their direct reporting structure.				

Update Complexity:	Low	**Impacted Modules:**	Business processes with consolidated approvals or approval chains	**Prerequisite:**	None

Description of Uptake Project:	**Assumptions/Special Considerations:**	**Level of Effort:**
1. On a business process definition, access the Maintain Advanced Routing task from the related actions menu of the Approval Chain or Consolidated Approval Chain step. 2. Select the Organization-Based Routing check box. 3. You can use the newly introduces report fields on the Event business object to report on the next approver when organization-based routing is enabled on Approval Chain and Consolidated Approval Chain business process steps.	None	Low

Release:	2022R2	**Feature Release Item:**	Job Positions and Transactions in Org Studio	**Feature Setup:**	Setup Required
Functional Area:	Cross Application Services	**Community Resources:**	ORGMOD-2092 https://community.workday.com/node/987028	**Target Audience:**	All Workday Customers using Org Studio
Description of Change:	Improve transactions in Org Studio by proposing job changes for positions and workers, fill open positions and move workers to new positions, and update allowed and default organization assignments for supervisory organizations. You are also able to process these changes in Mass Action workbooks.				

Update Complexity:	Medium	**Impacted Modules:**	HCM	**Prerequisite:**	Org Studio Mass Actions

Description of Uptake Project:	Assumptions/Special Considerations:	Level of Effort:
1. If you've already configured Org Studio and Mass Actions, users secured to the **Maintain: Org Designs** domain will automatically have access to the new Job Change related action for workers and unfilled positions within an Org Studio design. 2. Select and enable the **Org Designs: Job Change** security policy for users on the Participate: Org Designs domain. 3. Run the Maintain Org Studio Configuration task and select the Job Change options ((Data Change, Promotion, and so on) that you want available in Org Studio. By default, these options are based on the Maintain Event Reasons and Categories task. 4. Access an existing Org Studio design or create a new one to confirm that Job Change and the configured options are available off a worker or unfilled position.	Job Change for Org Studio doesn't support automatically closing a position. You'll need to manually close a position using Close Position.	Medium

teamUpHR

Release:	2022R2	**Feature Release Item:**	People Experience Home Page	**Feature Setup:**	Automatically Available
Functional Area:	Cross Application Services	**Community Resources:**	PEX-17772 https://community.workday.com/node/987356	**Target Audience:**	All Workday Customers
Description of Change:	With Workday 2022R2, you can no longer opt out of the People Experience Home page. Workday now automatically displays the People Experience Home page, simplifying and streamlining how you surface information to your employees. You may customize the information you display for your employees on the Home page and search results, adding flexibility and personalization for your unique business needs. The new home page improves the user experience by updating the card details, page sections, and tasks that display on the People Experience Home page.				

Update Complexity:	Low	**Impacted Modules:**	HCM	**Prerequisite:**	None

Description of Uptake Project:	**Assumptions/Special Considerations:**	**Level of Effort:**
None	None	None

Release:	2022R2	**Feature Release Item:**	Flexible Time Bands for Time Calculations	**Feature Setup:**	Setup Required
Functional Area:	Time Tracking	**Community Resources:**	TIME-43133 https://community.workday.com/node/962272	**Target Audience:**	All Customers with Flexible Work Arrangements
Description of Change:	With Workday 2022R2, you can now add or remove calculation tags for mandatory and flexible time bands. This enables you to configure more flexible work arrangements for your workers where they can now work various hours each day while complying with a core period that you can set. You can use Flextime Bands alone, with calendar events, or with Patterns.				

Update Complexity:	Medium	**Impacted Modules:**	Time Tracking	**Prerequisite:**	None

Description of Uptake Project:	**Assumptions/Special Considerations:**	**Level of Effort:**
1. Access the Flextime Bands tab on an existing Work Schedule Calendar or create a new one. 2. Set up the Flextime Bands. - To start setting up the table, add a row. 3. Select the Category, Days, Start Time, and End Time for these 4 flextime bands categories: Core, Evening Flex, Flex, Morning Flex 4. Add additional rows, as needed. 5. Set Up the Flextime Calculation. - Access the Create Time Calculation task and select Flextime Bands from the Calculation Type drop down. 6. Set up General Options and Groups, as needed. 7. In the Results section, add a row for each Category on the Work Schedule Calendar that you set up on the Flextime Bands tab.	• Categories can have different start times and end times on different days. • Flextime Bands can't overlap or be greater than 24 hours. • Flextime Bands don't apply to worker-specific Work Schedule Calendars that you assigned using the Assign Custom Work Schedule Task. • Flextime Bands apply to Ad Hoc Schedules. • Flextime Bands aren't visible on My Team's Schedule or View My Schedule tasks.	Medium

Release:	2022R2	**Feature Release Item:**	Time Accumulator	**Feature Setup:**	Setup Required
Functional Area:	Time Tracking	**Community Resources:**	TIMECORE-4950 https://community.workday.com/node/961993	**Target Audience:**	All Customers with Flexible Work Arrangements
Description of Change:	With this release, time accumulators are delivered to help you minimize the risk of workers exceeding your work hour limits. Workday now sums work hours over an extended period and compares them against work hour thresholds that you can define. You can then alert managers to take corrective actions before workers exceed work hour limits..				
Update Complexity:	Medium	**Impacted Modules:**	Time Tracking	**Prerequisite:**	Time Accumulator Framework

Description of Uptake Project:	**Assumptions/Special Considerations:**	**Level of Effort:**
• Create the Time Accumulator • Create the Time Accumulator Threshold Rules • Access the Mass Assign Time Accumulator Threshold Rules job to assign workers to time accumulator threshold rules. Access the View Worker's Time Eligibility Report to verify the assignment of time accumulator threshold rules. Report on workers' time accumulations • Access the Create Time Accumulator task to create a time accumulator.	See What's New Post for full list of considerations.	Medium

teamUpHR

Release:	2022R2	**Feature Release Item:**	Benefits and Pay Hub	**Feature Setup:**	Setup Required
Functional Area:	Payroll HCM	**Community Resources:**	HRBENENROLL-8957 https://community.workday.com/node/987354	**Target Audience:**	All Customers with Flexible Work Arrangements
Description of Change:	Workday introduces a new Benefits and Pay Hub, providing a single location for employees to conveniently review and maintain their benefits, compensation, payroll information and to access related reports.				

Update Complexity:	Low	**Impacted Modules:**	Payroll Benefits Compensation	**Prerequisite:**	None

Description of Uptake Project:	**Assumptions/Special Considerations:**	**Level of Effort:**
1. Enable these new security domains: 2. **Self-Service: Benefits and Pay Hub** to set up the domain security policy with the appropriate security groups. 3. **Self-Service: Compensation History** to provide employees access to their compensation history from the Benefits and Pay Hub and from their Worker Profile. 4. Use the Maintain Hubs task to configure the hub based on your organization's specific needs, including: • Adding Announcements for specific populations. • Adding Suggested Links that will appear in the left-hand navigation of the Hub. • Overriding card titles, subtitles, help text, and display options. 5. Use the Maintain Dashboards task to require the new worklet on your employee self-service dashboard.	You can't configure the navigation or the action bar of the Benefits and Pay Hub.	Low

Release:	2022R2	**Feature Release Item:**	Local Payroll Data for All External Vendors	**Feature Setup:**	Setup Required
Functional Area:	Payroll Integrations	**Community Resources:**	PAYEXTERNAL-22162 https://community.workday.com/node/988082	**Target Audience:**	All Workday Customers using Third Party Payroll
Description of Change:	You may now configure endpoints from your local payroll vendor to display additional country-specific data in Workday and no longer limit this functionality to specific vendors. You can now enter and edit country-specific data directly in Workday, reducing the manual effort of entering the data in local payroll systems.				

Update Complexity:	Medium	**Impacted Modules:**	Payroll Integrations	**Prerequisite:**	None

Description of Uptake Project:	**Assumptions/Special Considerations:**	**Level of Effort:**
• Enable the domain Self-Service: Payroll Interface (Local Payroll Data) and set up the domain security policy with the appropriate security groups. • Set up external vendor mapping and pay group-vendor association.	Contact your payroll vendor to verify vendor support before uptaking this feature.	Medium

teamUpHR

Release:	2022R2	**Feature Release Item:**	Delete Data in Advanced Lookup Table Web Service	**Feature Setup:**	Setup Required
Functional Area:	Payroll Integrations	**Community Resources:**	PAYWDINPUT-2826	**Target Audience:**	All Workday customers doing payroll calculations or absence calculations
Description of Change:	Workday now enables you to use an Enterprise Interface Builder (EIB) integration to delete advanced lookup table data like snapshots or rows in a snapshot. This improves efficiency by enabling you to maintain all advanced lookup table data in a single interface. Customers doing payroll calculations or absence calc can maintain the advance lookup table via EIB.				

Update Complexity:	Low	**Impacted Modules:**	Payroll Integrations	**Prerequisite:**	None

Description of Uptake Project:	**Assumptions/Special Considerations:**	**Level of Effort:**
No additional details available from Workday currently.	No additional details available from Workday currently.	Low

Release:	2022R2	**Feature Release Item:**	Processing Position for Workers with Multiple Jobs	**Feature Setup:**	Setup Required
Functional Area:	Payroll	**Community Resources:**	PAYWDARCH-14622 https://community.workday.com/node/986917	**Target Audience:**	All Workday Customers using Payroll USA or Payroll Canada with workers with positions in different pay groups or companies that get separate results for each position
Description of Change:	Workday enables you to configure criteria that determines which position to use on pay results, payslips, and the default position for taxation and costing for workers with multiple jobs in U.S. or Canada pay groups. For workers with positions in different pay groups or companies that get separate results for each position, we use the appropriate position for each pay result as the processing position. For workers whose positions are in the same pay group and company with 1 pay result, Workday determines which position to use as the processing position. In both cases, the processing position is used to obtain the default values for taxation and costing. Note: This feature doesn't currently support Record of Employment and Statutory Holiday functionality for Payroll for Canada.				

Update Complexity:	Medium	**Impacted Modules:**	Payroll USA Payroll CAN	**Prerequisite:**	None

Description of Uptake Project:	**Assumptions/Special Considerations:**	**Level of Effort:**
1. On the Maintain Payroll Processing Position Rules task, select Use Position Override to Determine Processing Position. 2. Configure the effective date and position override attributes. • Workday recommends that you configure this with an effective date that is after the End Date of all Completed, In Progress, or Opened for Off-Cycle pay periods. This configuration change may impact FLSA, on-cycle calculations, and retro calculations if the effective date falls within a period that is currently In Progress. • When needed for testing only purposes, you can set the effective date to fall within an In Progress period, but you must run a full calculation in order to apply this configuration change to all pay results	This feature is configurable at a tenant level for US or Canada pay groups. When you opt into this feature, US state taxes use the processing position location, but State Unemployment Insurance taxes will continue to use the primary position location. Before you configure this feature, Workday recommends that you cancel all In Progress retro results. Recalculate retro after you complete the configuration to update the State Unemployment Insurance authority on the retro results. Workday applies a default setting of Use Primary Position as the Processing Position with an effective date of 1/1/2000.	Low

Release:	2022R2	**Feature Release Item:**	Record of Employment Outbound Integration	**Feature Setup:**	Automatically Available
Functional Area:	Payroll	**Community Resources:**	PAYWDCAN-12397 https://community.workday.com/node/987375	**Target Audience:**	All Workday Customers using Payroll USA or Payroll Canada with workers with positions in different pay groups or companies that get separate results for each position
Description of Change:	With Workday 2022R2the outbound integration process for Records of Employment (ROEs) is simplified, adding control over how you send approved ROEs to Service Canada. This adds accuracy and eliminates duplicates. After you include an ROE in the outbound integration file, Workday updates the ROE status to Pending Issuance.				

Update Complexity:	Low	**Impacted Modules:**	Payroll CAN	**Prerequisite:**	None

Description of Uptake Project:	**Assumptions/Special Considerations:**	**Level of Effort:**
You may need to update your training materials or internal process documents.	None	None

teamUpHR

Release:	2022R2	**Feature Release Item:**	UK Multiple Positions	**Feature Setup:**	Setup Required
Functional Area:	Payroll	**Community Resources:**	PAYWDGBR-19441 https://community.workday.com/node/987880	**Target Audience:**	All Workday customers using Workday Payroll UK with employees in multiple positions in different pay groups or companies that receive separate results for each position
Description of Change:	Workday 2022R2 enables you to process workers with more than 1 job in the same company and with the same employer reference. Workday returns all positions under the same payroll ID when calculating payroll. This removes the need to use manual workarounds for workers with multiple positions and enables you to process their pay in 1 worker record. This feature allows payroll teams to use additional instead of primary positions for usage in payroll, allowing for fewer manual interventions when processing payroll and completing chargebacks. This feature was brought forward to mirror the US Multiple Positions functionality.				

Update Complexity:	Medium	**Impacted Modules:**	UK Payroll	**Prerequisite:**	None

Description of Uptake Project:	**Assumptions/Special Considerations:**	**Level of Effort:**

• On the Edit Tenant Setup- HCM task, select Multiple Positions from the Position Setup options.
• Use the Position calculation worktag on all earnings and deductions for accurate processing of values on Payroll. All positions for a worker:
    • Must be in the same company and employer reference and use the same period schedule and pay group for accurate payroll processing.
    • Default to use the same Payroll ID.
• Update your absence configuration to support a worker's position-based time off.
• Set up pensions by position using customs organizations to identify breakdowns on payroll if:
    • A worker has more than 1 position and not all earnings are pensionable
    • Each position falls into a separate pension scheme
	See What's New Post for full list of considerations.	Low

Release:	2022R2	**Feature Release Item:**	Statutory Sick Pay Offsetting	**Feature Setup**	Setup Required
Functional Area:	Payroll	**Community Resources:**	PAYWDGBR-20131 https://community.workday.com/node/962730	**Target Audience:**	Payroll Partners and Payroll Administrators
Description of Change:	Workday 2022R2 enables you to offset a worker's Statutory Sick Pay (SSP) against any company, contractual, or occupational sick pay that you provide. This reduces the need to manually calculate the amount to offset, such as when a worker crosses different time off plans or event types. Workday Payroll for the UK only supports SSP offsetting when you manage SSP through time off. SSP Offset isn't supported if you're using absence component related calculations (ACRCs), for example, Time off Paid and Time off unpaid, to calculate sick pay and not using separate time offs for each of the allowances. SSP Offsetting can be offset based on a worker's position. To provide this breakdown, set up position-based time offs. This is recommended if you plan on supporting additional jobs.				

Update Complexity:	Low	**Impacted Modules:**	UK Payroll	**Prerequisite:**	None

Description of Uptake Project:	**Assumptions/Special Considerations:**	**Level of Effort:**
• To configure SSP Offsetting, based on your company polices, use the Create UK Absence Component Related Calculations for SSP task. This task only shows time off types configured under the Sickness tab in the Maintain Payroll Country Time off Payment Types task. • After you select the relevant time off types, Workday creates 2 Payroll absence component related calculations (ACRC). One ACRC returns the number of qualifying absence units to be offset and the other ACRC returns the value that can be offset. • To use this feature, you must create a new earning or deduction.	• SSP Offset isn't supported if you're using absence component related calculations (ACRCs), for example, Time off Paid and Time off unpaid, to calculate sick pay and not using separate time offs for each of the allowances. • SSP Offsetting can be offset based on a worker's position. To provide this breakdown, set up position-based time offs. We recommend you do this if you plan on supporting additional jobs.	Low

Release:	2022R2	**Feature Release Item:**	Worktags for Voluntary Deductions	**Feature Setup:**	Setup Required
Functional Area:	Payroll	**Community Resources:**	PAYWDINPUT-1407 https://community.workday.com/node/987067	**Target Audience:**	Payroll Partners and Payroll Administrators
Description of Change:	Workday enables you to configure custom and payroll worktags that you can use in voluntary deductions. Workers can now select the worktag when they create a voluntary deduction, reducing the manual processing for allocating deductions to the correct recipient agency or group. To help you classify voluntary deductions (example: by cause or recipient), you can set up custom Payroll worktag types and values, then select the worktag type for each deduction on the Maintain Voluntary Deduction Configurations task.				

Update Complexity:	Low	**Impacted Modules:**	Payroll	**Prerequisite:**	None

Description of Uptake Project:	**Assumptions/Special Considerations:**	**Level of Effort:**
1. Review your custom worktags. Add worktags and values as needed. 2. Use the Maintain Voluntary Deductions Configurations task to set up a deduction. 3. Add one custom worktag type to the deduction.	None	Low

Release:	2022R2	**Feature Release Item:**	Retro Differences from Current Tax Authority Change	**Feature Setup:**	Delete Data in Advanced Lookup Table Web Service
Functional Area:	Payroll	**Community Resources:**	PAYWDRETRO-131 https://community.workday.com/node/874866	**Target Audience:**	Workday Payroll US and CAN customers
Description of Change:	With Workday 2022R2, you can now process pay differences for retro events from a different tax authority. This reduces your manual effort and helps to increase precision in your calculations. Being able to process retro differences from other tax authorities will allow payroll teams to automatically bring differences into the current payroll rather than running audit reports and manually updating. Allows payroll partners to process retro differences from prior tax authorities (including FEIN changes) It's recommended that you test processing a retro event for a worker in a period where their tax authority is different from their current tax authority. You may also need to update training materials for the Retro Calculation Processing report.				

Update Complexity:	Medium	**Impacted Modules:**	Payroll USA Payroll CAN	**Prerequisite:**	None

Description of Uptake Project:	**Assumptions/Special Considerations:**	**Level of Effort:**
1. Access the Run Retro Pay Calculation task to calculate retro differences when there's a change in a worker's current tax authority for a supported retro event. 2. (Optional) Select the Enable Retro Processing from Different Tax Authorities to On-Cycle Payroll (USA only) check box from the Retro Calculation section on the Edit Tenant Set Up – Payroll task. When you select the check box, Workday: • Processes the retro differences to the worker's on-cycle payroll. • Applies taxes based on the worker's current tax authorities. 3. Process retro differences as on-demand additional payments in a tax authority other than a worker's current primary job. You can either: • Access the Run On Demand Payment for Worker task and select the Create Additional Payment check box to add override worktags matching the previous source tax authorities. Or • Run Retro Pay Complete for Subset of Workers from the Retro Calculation Processing Report. Select the Exclude Retro Results Already Included in On-cycle check box. This ensures that you don't create any off-cycle inputs for the already paid retro differences. Note: To process workers with multiple jobs in multiple pay groups, you must select the Enable Retro Processing in Primary Pay Group check box on the Edit Tenant Setup – Payroll task.	This functionality doesn't apply to: Workers with current or previous employments in different countries due to currency limitations, retro tax authority changes that are still unsupported and payroll for France and Payroll for the UK. Due to the enhanced Retroactive Tax Authority Change detection, the first time you run retro you may see additional historical Unsupported Events. These enhancements were made to differentiate between Work and Resident Tax Authorities (state and local), which was required for this and future enhancements to the Retro Tax Authority Changes.	Low

Release:	2022R2	**Feature Release Item:**	Reset Federal Exempt Withholding Elections	**Feature Setup:**	Automatically Available
Functional Area:	Payroll	**Community Resources:**	PAYWDUSA-1438 https://community.workday.com/node/987001	**Target Audience:**	Workday Payroll US and CAN customers
Description of Change:	With this release, Workday improves how you process expired exempt tax withholding elections. You can now automate resetting federal elections, saving time and reducing manual effort. It's recommended that you configure and test the new Add Workers US Tax Election for Expiring Exempt task. The Expiring Exempt Tax Elections report has been updated to support the feature.				
Update Complexity:	Low	**Impacted Modules:**	Payroll USA	**Prerequisite:**	None

Description of Uptake Project:	**Assumptions/Special Considerations:**	**Level of Effort:**
None	None	None

Release:	2022R2	**Feature Release Item:**	External Career Site Search Experience and Job Details	**Feature Setup:**	Automatically Available
Functional Area:	Recruiting	**Community Resources:**	CXS-4008	**Target Audience:**	All Workday customers using Workday Recruiting with external career sites
Description of Change:	With this release, you can no longer opt out of the new job search user interface on external career sites. The new user interface is automatically applied if you've previously opted out. The improved experience is easier to navigate for applicants who search for and view jobs on your external career sites. If you use third-party web scraping tools or similar software to automate job postings, they may be affected by the new user interface. Your vendor may need to update scripts to accommodate this feature. It’s recommended that you contact your vendors to resolve any issues prior to this release to ensure service isn't interrupted.				
Update Complexity:	Low	**Impacted Modules:**	Recruiting	**Prerequisite:**	None

Description of Uptake Project:	**Assumptions/Special Considerations:**	**Level of Effort:**
None	None	Low

Release:	2022R2	**Feature Release Item:**	Welcome Page for Candidate Home	**Feature Setup:**	Automatically Available
Functional Area:	Recruiting	**Community Resources:**	CXS-715 https://community.workday.com/node/987377	**Target Audience:**	All customers using Workday Recruiting with Candidate Home enabled
Description of Change:	The Candidate Home page on external career sites is updated to improve navigation and bring greater visibility to candidate action items and job application statuses. You can configure a new type of sidebar to display content on the Candidate Home page. This feature will automatically apply the usability updates and new user interface for Candidate Home on all external career sites.				

Update Complexity:	Low	**Impacted Modules:**	Recruiting	**Prerequisite:**	None

Description of Uptake Project:	**Assumptions/Special Considerations:**	**Level of Effort:**

To update the existing configuration for the Candidate Home section:
1. Access the Edit External Career Site.
2. Select that site you want to edit.
3. Edit the Candidate Home section:
    1. Use the My Tasks Intro Text field to configure the text that appears above the My Tasks table in Candidate Home.
    2. Use the My Applications Intro Text field to edit or add text that appears above the My Applications section of Candidate Home.
(To update the existing configuration for the sidebar:
1. Access the Edit Sidebar Configuration task.
2. Select the Candidate Home sidebar for your external career site.
3. Configure sections by adding and editing rows.
	See What's New Post for full list of considerations.	Low

Release:	2022R2	**Feature Release Item:**	Recruiting Campaigns	**Feature Setup:**	Setup Required
Functional Area:	Recruiting	**Community Resources:**	HRCRM-4518 https://community.workday.com/node/987570	**Target Audience:**	All Workday Recruiting customers
Description of Change:	Workday delivers Recruiting Campaigns, a new application that enables you to configure and schedule branded marketing communications to send to pools of prospects and candidates. You can configure a series of emails within a campaign and automate them by specifying the conditions and timeframe for Workday to send each message. Workday also provides analytics so you can view the number of emails sent, delivered and bounced, click-through rates, as well as conversion rates for job applications that campaign recipients submit. **Note**: This feature is part of Candidate Engagement, a separate product SKU requiring a separate license. To purchase Candidate Engagement, you must contact your Customer Base Account Executive.				

Update Complexity:	Medium	**Impacted Modules:**	Recruiting	**Prerequisite:**	None

Description of Uptake Project:	**Assumptions/Special Considerations:**	**Level of Effort:**

• To uptake the Recruiting Campaigns feature:
  • Enable Candidate Engagement.
  • Give users access to create, view, and edit campaigns.
  • Add Recruiting Campaigns as a new source.
  • Create notification templates for the Recruiting Campaigns notification type.
  • Create message templates for the Recruiting Campaigns notification type.
  • Configure the Recruiting Campaign Email Analytics discovery board for analytics.
• To enable sending email messages and collecting analytics:
  • Opt into the new Innovation Services Agreement for Email Analytics.
  • Create and verify a sending domain for email analytics.
  • Configure email analytics notification delivery settings.
	See What's New Post for full list of considerations.	Medium

teamUpHR

Release:	2022R2	**Feature Release Item:**	Sync Scheduled Weekly Hours Between Job Requisitions and Position Restrictions
Feature Setup:	Setup Required		
Functional Area:	Recruiting	**Community Resources:**	HRJOBREQ-10898 https://community.workday.com/node/962231
Target Audience:	All Workday Recruiting customers		
Description of Change:	With this release, you can now enter the scheduled weekly hours on a job requisition as defined by a position restriction, reducing manual effort when you manage your job requisitions.		

Update Complexity:	Medium	**Impacted Modules:**	Recruiting	**Prerequisite:**	None

Description of Uptake Project:	Assumptions/Special Considerations:	Level of Effort:
1. Access the Edit Tenant Setup – HCM task. 2. Select the Enable FTE on Position Restriction check box to display the Schedule Weekly Hours field on the Edit Position Restrictions and Create Position tasks. 3. Define a position's Scheduled Weekly Hours so that the hours will populate into Job Requisition business processes and tasks by default.	The Scheduled Weekly Hours value also considers the Edit Tenant Setup – HCM (Job Requisitions section) Defaulting Behavior for Position Management Job Requisitions. You can also sync Scheduled Weekly Hours from: • Default from most recent filled position on Create Job Requisition • Default from Position Restriction on Create Job Requisition Workday then calculates the Job Requisition FTE percentages using the Scheduled Weekly Hours and Default Weekly Hours. You may surface the FTE percentages from the new Job Requisition FTE report field. You can override values that automatically populate Scheduled Weekly Hours. Scheduled Weekly Hours will flow from the Job Requisition into the Hire process.	Medium

teamUpHR

Release:	2022R2	**Feature Release Item:**	Salary and Compensation Grade Ranges for Job Postings	**Feature Setup:**	Setup Required
Functional Area:	Recruiting	**Community Resources:**	HRREC-68962 https://community.workday.com/node/987386	**Target Audience:**	All Workday recruiting customers posting job requisitions and compensation grades
Description of Change:	To help you to comply with government laws, Workday enables you to display the minimum and maximum salary range, as well as the compensation grade range on your job postings.				

Update Complexity:	Low	**Impacted Modules:**	Recruiting	**Prerequisite:**	None

Description of Uptake Project:	**Assumptions/Special Considerations:**	**Level of Effort:**
1. Access the Create Job Posting Template Content task to create new content and add one or both of these report fields: • Job Requisition Minimum-Maximum Compensation Pay Range • Job Requisition Compensation Grades We recommend adding text above each report field so the candidate understands the data Workday pulls in. Note: • If you created a new Job Posting Template Content, include it in the appropriate Job Posting Template. • You can also edit an existing job template. If you do edit an existing Job Posting Template Content, you'll need to unpost and repost posted jobs to career sites to see the changes reflected.	Both the Job Requisition Minimum-Maximum Compensation Pay Range and Job Requisition Compensation Grades report fields process a Job Requisition's compensation data from associated Primary Job Profile and Additional Job Profiles in a defined order. For location-based Compensation Grade Profile eligibility rules, the Job Requisition's Primary Location will be used to process any compensation location-based eligibility rules. Additional Locations or Additional Job Posting Locations won't be considered. Also, currency formatting is based off of localization settings of the user posting the job. For example, if the Job Requisition's compensation data is in Euro and the user has preferred location of France and preferred currency of Euro, the Job Requisition Minimum-Maximum Compensation Pay Range will return compensation data in French format: 80 000,00 € - 130 000,00 €.	Low

Release:	2022R2	**Feature Release Item:**	Enrollment Event Rules for Coverage Begin Dates	**Feature Setup:**	Setup Required
Functional Area:	HCM	**Community Resources:**	https://community.workday.com/node/949797 HRBENCORE-3347	**Target Audience:**	All Workday Customers using Workday Benefits
Description of Change:	To help you reduce manual effort, Workday enables you to apply additional rules to coverage begin dates on enrollment events. You can only select these new options on life change events. These options don't work with open enrollment events.				

Update Complexity:	Low	**Impacted Modules:**	Benefits	**Prerequisite:**	None

Description of Uptake Project:	**Assumptions/Special Considerations:**	**Level of Effort:**
1. Access the Edit Enrollment Event Rule task and navigate to the Start or Waive Coverage tab. 2. (Optional) Add a new row for Enrollment Event Type, and a new row for Benefit Coverage Type. Select your desired options. 3. Select 1 of the 2 new rules under the Coverage Begin Date column for an existing or newly added Enrollment Event Type and Benefit Coverage Type.	You can only select these new options on life change events, such as New Hire, Family Status Change, and Administrative Corrections. These options don't work with open enrollment events. For dates based on submission date, Workday uses the completion date of the Change Benefits for Life Event business process as the submission date. For dates based on pay period, Workday uses the pay period schedule associated with the pay group tied to the worker's primary position.	Low

teamUpHR

Release:	2022R2	**Feature Release Item:**	Open Enrollment Scheduling	**Feature Setup:**	Setup Required
Functional Area:	HCM	**Community Resources:**	HRBENENGINE-3912 https://community.workday.com/node/987492	**Target Audience:**	All Benefits Customers running open enrollment in Workday
Description of Change:	With this release, Workday enables you to schedule when you initiate and close the Open Enrollment process.				

Update Complexity:	Low	**Impacted Modules:**	Benefits	**Prerequisite:**	None

Description of Uptake Project:	**Assumptions/Special Considerations:**	**Level of Effort:**
To schedule open enrollment initiation for a future date: Select the new Run Once in Future option in the Initiate Open Enrollment task. Enter the event details on the Initiate Open Enrollment tab Enter the schedule start date, time, and time zone on the Schedule tab. Note: View scheduled initiation events in the new Active Schedules: Initiate Open Enrollment grid in the Open Enrollment Status report. To schedule close open enrollment events for a future date: Select the new Close Open Enrollment by Schedule action from the Actions menu on the Open Enrollment Details View page. Note: View scheduled closing events in the new Active Schedules: Close Open Enrollment grid in the Open Enrollment Status report.	See What's New Post for full list of considerations.	Low

Release:	2022R2	**Feature Release Item:**	Benefit Election Decision Support	**Feature Setup:**	Setup Required
Functional Area:	HCM	**Community Resources:**	HRBENENROLL-8367 https://community.workday.com/node/874696	**Target Audience:**	All Workday Customers using Workday Benefits
Description of Change:	With Workday 2022R2, Workday improves the benefit enrollment experience with new options that help employees make better decisions when they select benefit elections. This includes functionality such as expanded plan details for all benefit plan types, in addition to health care plans. You can create custom labels for Expanded Plan Details and Coverage Details from the Maintain Custom Labels task. Terms that commonly have different names across customers, for example the word "drugs," can be overwritten using this task. There are also 3 custom labels for Expanded Plan Details (with 4 corresponding custom Coverage Details each), which you can name by using the Maintain Custom Labels task.				

Update Complexity:	Low	**Impacted Modules:**	Benefits	**Prerequisite:**	None

Description of Uptake Project:	**Assumptions/Special Considerations:**	**Level of Effort:**
1. Access the Edit Benefit Plan task for the benefit plan that you want to add details to and open the Expanded Plan Details section. 2. (Optional) In the Additional Information Text box, add overview or explanatory information to help workers understand the benefit plan being offered. 3. In the Expanded Plan Details grid, configure details about the coverage that the plan offers. 4. (Optional) Access the Maintain Custom Labels task to override the delivered Workday options.	None	Medium

Release:	2022R2	**Feature Release Item:**	Working Time	**Feature Setup:**	Setup Required
Functional Area:	HCM	**Community Resources:**	HRCORE-77833 https://community.workday.com/node/987036	**Target Audience:**	All Workday Customers
Description of Change:	With Workday 2022R2, you can configure country-specific rules for working time. This enables you to automatically populate scheduled and default weekly hours for workers, providing a more efficient way to assign full-time equivalent (FTE) percentages to workers. This feature includes the delivery of new and reorganized current fields on the Working Time section in many business processes to provide you with a better user experience.				

Update Complexity:	Medium	**Impacted Modules:**	HCM	**Prerequisite:**	None

Description of Uptake Project:	**Assumptions/Special Considerations:**	**Level of Effort:**
1. Activate the new Set Up: Working Time security domain and assign roles accordingly. 2. Create working time eligibility rules using the Create Working Time Eligibility Rules task. 3. Configure your Working Time eligibility rules and set values for default and scheduled weekly hours on the Maintain Working Time for Country task. 4. To prepopulate weekly hours values on Create Position and Edit Position Restrictions business processes, you must turn on the Enable FTE on Position Restrictions tenant setting in Edit Tenant Setup – HCM. 5. To support the accurate persistence of weekly hours and full-time equivalent percentages, Workday allows you to configure the enterable working time fields to be not enterable for certain security groups using the Configure Optional Fields task	Workday currently supports working time defaulting for staffing events only. We're targeting support of the the working time defaulting in recruiting events in a future release. We've made no changes in the user interface of these supported business processes: • Change Job • Create Position • Edit Position Restrictions For the system to check the rules in staffing events, you must interact with the data the rule is based on in the staffing business processes.	Low

Release:	2022R2	**Feature Release Item:**	Support for Remote Jobs	**Feature Setup:**	Setup Required
Functional Area:	HCM	**Community Resources:**	HRJOBREQ-8534 https://community.workday.com/node/987346	**Target Audience:**	All Workday Recruiting customers
Description of Change:	With this release, Workday enables you to create your own custom remote values that you can use when you create remote job requisitions. This enhances recruiting efficiency by making it easier for you to post unique remote jobs to your career sites, and easier for prospects to search for and apply to remote opportunities.				
Update Complexity:	Low	**Impacted Modules:**	Recruiting	**Prerequisite:**	None

Description of Uptake Project:	Assumptions/Special Considerations:	Level of Effort:
1. Confirm access to these tasks for administrators: • Maintain Job Requisition Remote Types • View Job Requisition Remote Types 2. Configure Remote Types on the Maintain Job Requisition Remote Types task. 3. Adjust the hidden configuration on the Configure Optional Fields task from functional areas per your requirements. 4. To add the Remote filters to your External Career Site, edit the Advanced and Search Results tabs on the Find Jobs custom report.	• We recommend that you don't create a remote type to denote a Non Remote value. This returns as a Remote Type on the Career Site and therefore will skew the Remote search results. • When searching for remote opportunities along with a specific location, our reporting framework only supports ANDs, not ORs. Example: If you search **Remote** and **Dublin**, your results will include **Remote** AND **Dublin**, not **Remote** OR **Dublin**. • Searching for the word Remote will also return results if the remote type contains the word remote. • A Primary Location is still required on Job Requisitions. This ensures that tasks such as Personal Information collection and Country-specific Terms and Conditions will present properly to candidates. Job Posting Locations are optional.	Medium

Release:	2022R2	**Feature Release Item:**	Employee Reviews	**Feature Setup:**	Setup Required
Functional Area:	HCM	**Community Resources:**	HRPERF-21233 https://community.workday.com/node/988076	**Target Audience:**	All Workday customers using employee reviews
Description of Change:	Workday 2022R2 enhances employee reviews by enabling you to configure employee review template help text on a single task. When you configure a template to use Guided Experience, you can also configure help text specifically for employees or managers, enabling you to provide more targeted instructions. Workday also enhances Guided Experience by now supporting additional reviewers and managers, delivering them with a more intuitive user experience where they can provide more data to evaluate your workers' performance.				
Update Complexity:	Medium	**Impacted Modules:**	Performance	**Prerequisite:**	None

Description of Uptake Project:	**Assumptions/Special Considerations:**	**Level of Effort:**
1. Access the Configure Employee Review Template task. 2. Click Edit and set the Default Editor Option field to Use Guided Experience if you want separate help text for employee and manager. 3. Click Configure Sections and add sections to the template. 4. Click Configure Help Text. 5. Guided Experience: On the Template Help Text tab, enter separate help text in the Employee Evaluation Help Text and Manager Evaluation Help Text fields. On the Section Help Text tab, for each section, enter help text in these fields: • Set Content (if supported) • Employee Evaluation • Manager Evaluation 6. Guided Editor and Summary Editor: On the Template Help Text tab, enter help text in the Evaluation Help Text field. On the Section Help Text tab, for each section, enter help text in these fields: • Set Content (if supported) • Evaluation	See What's New Post for full list of considerations.	Medium

Release:	2022R2	**Feature Release Item:**	Import External Skills	**Feature Setup:**	Setup Required
Functional Area:	HCM	**Community Resources:**	SKILLS-45 https://community.workday.com/node/988249	**Target Audience:**	All Workday customers using Skills cloud
Description of Change:	Workday 2022R2 enables you to import skills from third-party systems. This can help you to integrate your skills data into a centralized system and increase the number of skills available to your workers, creating a cohesive experience where they can see all the skills, across all the systems they use, within Workday.				

Update Complexity:	Medium	**Impacted Modules:**	Integrations	**Prerequisite:**	Workday Skills Cloud Enablement Innovation Services Agreement

Description of Uptake Project:	**Assumptions/Special Considerations:**	**Level of Effort:**

1. Enable Workday Skills Cloud Skills.
    1. Opt-in to Workday's Innovation Services agreement.
    2. Convert Duplicate Skills to Skills Cloud Skills.
    3. Convert Synonymous Skills to Skills Cloud Skills.
2. Add a Skill Vendor and the Skill Vendor Name.
3. Set up Manage: External Skills domain.
4. Load external skills.
5. Generate the spreadsheet.
6. Review mappings.
7. Take actions with the new mapping service.
	• If you load external skills into Workday, tag them with a skill vendor that you maintain in your tenant.
	• You can use the View External Skills report to view the current mapping relationships for External Skills in Workday.
	• When you confirm mappings and set your External Skill List, use the Put External Skills web service to share them across your Workday tenants.
		Medium

teamUpHR

Release:	2022R2	**Feature Release Item:**	Alternate Work Location Address Effective Date	**Feature Setup:**	Setup Required
Functional Area:	HCM	**Community Resources:**	HRPERSON-18149	**Target Audience:**	All Workday customers using alternate work locations
Description of Change:	We enable you to update the effective date of an alternate work location address that you can configure in the Work Contact Change business process. This ensures that payroll taxes can be correctly calculated for an employee who works from a state that's different from their primary office location.				

Update Complexity:	Low	**Impacted Modules:**	HCM Payroll	**Prerequisite:**	None

Description of Uptake Project:	**Assumptions/Special Considerations:**	**Level of Effort:**
No additional details available from Workday currently.	No additional details available from Workday currently.	Low

teamUpHR

Release:	2022R2	**Feature Release Item:**	Service Dates	**Feature Setup:**	Setup Required
Functional Area:	HCM	**Community Resources:**	HRCORE-77798	**Target Audience:**	All Workday customers
Description of Change:	Workday now enables you to add custom labels to service dates, enabling you to name them according to your business requirements. We also make it easier for you to update service dates while completing a job change for a worker.				

Update Complexity:	Low	**Impacted Modules:**	HCM	**Prerequisite:**	None

Description of Uptake Project:	**Assumptions/Special Considerations:**	**Level of Effort:**
No additional details available from Workday currently.	No additional details available from Workday currently.	Low

teamUpHR

Release:	2022R2		**Feature Release Item:**	Self-Service for One-Time Payments		**Feature Setup:**	Setup Required
Functional Area:	HCM		**Community Resources:**	HRCOMPROC-5333		**Target Audience:**	All Workday customers
Description of Change:	Workday 2022R2 provides greater flexibility for giving one-time payments by enabling employees to request a one-time payment for themselves.						
Update Complexity:	Low	**Impacted Modules:**	Compensation	**Prerequisite:**	None		

Description of Uptake Project:	Assumptions/Special Considerations:	Level of Effort:

Configure the default definition and business process security policy for the Request One-Time Payment for Self business process.
Configure your own categories and reasons for the One-Time Payment for Self event.
Configure any new custom validations.
Grant selected security groups access to the new domains.
Select Worker Selectable on one-time payment plans.
	• Existing custom validations for One-Time Payments also apply to the new Request One-Time Payment for Self business process. Use the new One-Time Payment Event for Self report field to exclude these types of events from specific custom validations.
	• If a one-time payment plan isn't enabled as Worker Selectable, the plan isn't selectable by any user during the Request One-Time Payment for Self business process.
	• We permanently hide these fields from the employee as self during the business process:
	  • Coverage Dates
	  • Gross Up
	  • Recommended Maximum
	  • Recommended Minimum
	  • Send to Payroll
	  • Target Amount
	  • Target Currency
	  • Target Frequency
	  • Target Percent
		Low

Release:	2022R2	**Feature Release Item:**	Custom Modifiers for Bonus Proration Segments	**Feature Setup:**	Setup Required
Functional Area:	Advanced Compensation	**Community Resources:**	HRCOMPREV-24413 https://community.workday.com/node/987956	**Target Audience:**	Workday Advanced Compensation customers
Description of Change:	Workday 2022R2 provides greater flexibility when you calculate employee bonus awards by enabling you to create custom modifiers for bonus proration segments.				

Update Complexity:	Low	**Impacted Modules:**	Advanced Compensation	**Prerequisite:**	None

Description of Uptake Project:	**Assumptions/Special Considerations:**	**Level of Effort:**

Access the new Maintain Compensation Review Custom Modifiers task to create a custom modifier name.
Access the Create Compensation Review Options task and click the Participation Rules tab. Navigate to the Custom Modifier section. Then select options, such as Update Award To New Employee Target, to determine what Workday does with the planned bonus awards when a custom modifier is modified.
Initiate a compensation review process and progress to the Configure Pools step.
Access the new Maintain Compensation Review Custom Modifiers for Employees task or use the Get/Import Employee Proration Segment Details web services to create a percent for an employee proration segment.
	• You can use more than one custom modifier per employee proration segment.
	• You can use the Maintain Compensation Review Custom Modifiers task to modify custom modifier names at any time.
	• You can only use the Maintain Compensation Review Custom Modifiers for Employee task during an in-progress compensation review process during:
	    • Configure Pools
	    • Complete Employee Awards
	    • Review Employee Awards
	• You can use the Get Employee Proration Segment Details web service at any time on in progress and completed compensation review processes.
	• You can only use the Import Employee Proration Segment Details web service during an in-progress compensation review process during:
	    • Configure Pools
	    • Complete Employee Awards
	    • Review Employee Awards
	• The Compensation Review Options task defaults the Custom Modifier setting to Update Award to New Employee Target unless you change it.
		Medium

teamUpHR