WORKDAY PROJECT — IN PARTNERSHIP — IBM. workday.

Project Vision

To provide a Human Resource Information System (HRIS) that meets the business needs of users by delivering comprehensive functionality, valuable reporting, increased efficiency, and improved risk management while remaining relevant with a robust self-service function.

Project Overview

Oregon state government's current HR system relies on outdated processes and shadow systems, which hinders enterprise-wide cohesion and the ability to harness reporting capabilities for critical decision-making. Implementation of Workday will address current system deficiencies and provide an overdue user-friendly integration of human resource processes.

As of January 2018, the project team is in the "Configure & Prototype" phase. During this phase, the first Workday build will be completed based on how Oregon state government has designed the system. System-wide testing will be accomplished to ensure that Workday integrates with

Configure & Prototype
Winter 2017 / 2018
Test
Spring 2018

Deploy (Go-Live)
Spring - Summer 2018

Post-Implementation support
Summer 2018 and beyond

relevant state government systems, and reports will also be run to determine the system's output consistency. A training plan for all users will be developed, and just-in-time training will initiate. More training information, including training opportunities, will be shared as they develop. Change management activities will ramp up for all agencies during this time.

The table on the other side of this document illustrates many of the functionality aspects that state government can expect with the implementation of Workday. To achieve successful implementation across the enterprise, the Workday Project team has developed a change network to make this change "real" within all three branches of state government. Key individuals within the change network will bring Workday implementation to life, encourage new and desired behaviors and embed the changes into their organizations throughout the enterprise.
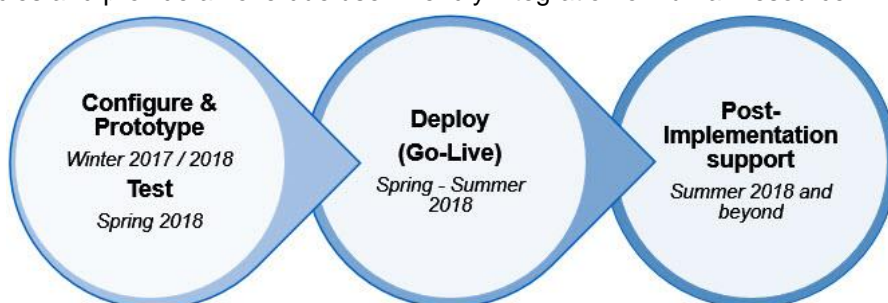
The Solution: Workday

Workday will provide Oregon state government improved employee productivity, reduced operational complexity and quick compliance with ever-changing legal and regulatory requirements. Expected benefits include:

Workflow approvals	No installed software
Regular updates	Role based security
Cloud technology	Intuitive user interface
Mobile readiness	One data source
Solution integration	User friendly experience
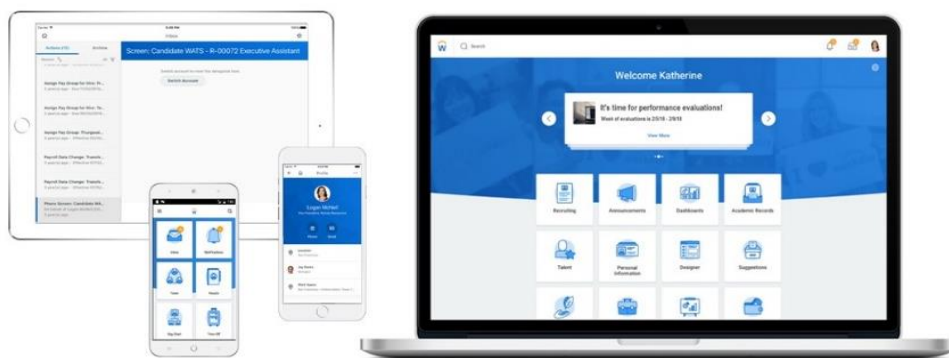
For more information visit Workday.Oregon.gov
Questions or comments? Send us an email chro.hris@oregon.gov

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Functionality Overview

Human Capital Management
- Employee lifecycle processes (ex. hires, job changes and terminations)
- Employee Self-Service and Manager Self-Service
- Employee data and reporting
- Policy review tracking
- License and certification tracking
- Health and safety data management

Recruitment
- Job requisitions and postings
- Prospects and referrals
- Job application and offer processes
- Application to pre-hire/hire processes

Compensation
- Compensation plans:
  - Base salary (salary, hourly, etc.)
  - Differentials (lead work, bilingual, etc.)
  - Allowances

Absence
- Time off requests and approvals
- Leave eligibility and management (FMLA/OFLA)

Position Budget and Planning
- Position budgeting processes and forecasting
- Collaboration and approval tracking
- Position budget management and reporting

Talent
- Competency and skill management
- Goals and performance reviews
- Career and succession planning processes

Data is integrated and reportable across all modules

Workday for Employees

No More Paper Transactions
- Perform same duties as today without paper or shadow systems
- Take ownership of their information
- Ensure their information is always accurate and up-to-date

Employee Self-Service
- Submit time off requests
- Create a comprehensive talent profile
- Initiate Personal Information Changes such as Emergency Contacts

Centralized Org View
- Understand their reporting structure and dotted line relationships within a standardized supervisory structure
- View history of position(s) all in one place

Streamlined Onboarding
- Updated, user-friendly onboarding process
- Direct flow of information from the application process through onboarding and into the employee record

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