

WORKDAY HCM COURSE CONTENT

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- Configuring Workday Expenses: Segmented Security
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- Benefits: Dependent Event Configuration
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- Benefits: Passive Events
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- Defining and Using Eligible Earnings
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- Reorganization: Divide Organization
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- Reorganization: Inactivate Organization
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- Talent Succession: Business Processes, Security, and Worklets
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- Processing Hires and Contingent Workers
- Converting Contingent Workers
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- Year-End Payroll: Configure W-2s
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- Reversing a Completed Payroll Calculation
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- Time Tracking: Adjusting Calculated Time
- Time Tracking: Overview Configuring the Calendar
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- Time Tracking: Defining the Work Schedule Calendar
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- Time Tracking: Configuring a Time Entry Template
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- Form I-9 & E-Verify Integration Overview
- How to Configure E-Verify Integration
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 - Advanced Report Writer: Creating Alerts Using Standard Reports
 - Advanced Report Writer: Creating Custom Worklets
 - Advanced Report Writer: Filters and Multi-Instance Fields
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 - Advanced Report Writer: Sharing and Security
 - Advanced Report Writer: Web Services
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 - Create and Approve an Expense Report
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 - Procure-to-Pay for Deliverable Services
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 - Revenue Management: Customer Contracts

- Revenue Management: Customer Contracts Billing
- Revenue Management: Customer Contracts Revenue Recognition
- Absence Management: Adjusting and Overriding Accruals
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- Payroll – Adding Payroll Input
- Payroll – Gross Up Calculations
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- Payroll – Off Cycle Processes: Manual Payments
- Payroll – On Demand Payments
- Payroll – Pay Calculation Results Audit Report
- Payroll – Payroll Input Using EIB
- Payroll – Running Payroll Calculation, Complete, and Settlement
- Payroll – Running Pre-note Authorizations
- Payroll – Viewing Payroll Results and Payslips
- Payroll – Reprint Advices
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- Payroll Interface: Using the Audit Files
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- Advanced Reporting and Analytics
- Workday Enablement Workshop – Job Change
- Workday Enablement Workshop – OnBoarding
- Workday Enablement Workshop – Reporting and Analytics
- Workday Customer Center: How to Create a Case
- Workday Customer Center: Workday Support and Troubleshooting Processes
- Business Process Event: Understanding the Full Process Record
- Onboarding in Workday
- Document Transformation Without Prompts