



Workday Education: Adoption Kit

End-user adoption is critical to the success of any newly deployed cloud application. The Workday Adoption Kit helps accelerate the use of self-service features and functionality within Workday—ultimately contributing to the success of Workday within your organization. It includes just-in-time support materials for common employee, manager, and recruiter tasks.

Adoption Kit Contents

Job aids: step-by-step instructions for common self-service tasks, including screenshots and detailed guidance

Videos: two- to five-minute videos demonstrating common employee, manager, and recruiter tasks

Video scripts: audio transcripts, live capture instructions, and annotations to help customize the videos

Webinar guides: classroom materials for virtual and in-person training on specific product areas to help you leverage other Adoption Kit resources

Communication materials: templates to promote awareness of Workday and its value within your organization

Quick start: resources to help with the rollout of the Adoption Kit, change management, and Workday updates; includes a Release Guide with all Adoption Kit content and training impacts

Developed, Updated, and Maintained by Workday

Our experts spend hundreds of hours updating and maintaining the Adoption Kit with each Workday release, significantly reducing the time your team spends maintaining the content. In addition, the Workday team develops content to help you take advantage of new functionality as it becomes available.

Tailor and Deploy

You can download and customize all Adoption Kit content as needed and deliver it as you see fit. Instructions are provided on how to link the content within Workday.

Access

The Adoption Kit content is available to download from an online content platform. To start, designate a Training Coordinator as your organization's point of contact with Workday Education. The Training Coordinator can then submit a case through the [Workday Customer Center](#) to add up to four additional Adoption Kit administrators as needed.

More Information

To learn more, check out our Adoption Kit Community page: <https://community.workday.com/ak>.

Workday Education Offerings	Description
 <p data-bbox="293 191 488 247">Workday Touchpoints Kit</p>	<p data-bbox="578 174 1446 268">The Workday Touchpoints Kit is a collection of diagrams, heat maps, and organizational details to help consultants and customers understand where product touchpoints exist to aid in design considerations.</p>
 <p data-bbox="293 359 488 386">Learn In-Person</p>	<p data-bbox="578 327 1419 422">This instructor-led, in-classroom training prepares students to meet their Workday requirement. It combines lectures, social learning, product demonstrations, and hands-on activities.</p>
 <p data-bbox="293 512 456 539">Learn Virtual</p>	<p data-bbox="578 464 1451 596">Our Virtual Classroom offers the advantages of live instructors without the expense and time associated with travel. Students connect remotely to the Workday training environment to complete hands-on activities and interact with the instructor and other students as well.</p>
 <p data-bbox="293 665 516 693">Learn On-Demand</p>	<p data-bbox="578 634 1451 737">Students can complete short, topic-specific videos and job aids at their own pace. Learn On-Demand training supplements instructor-led offerings and provides students with immediate access to specific courses.</p>
 <p data-bbox="293 808 451 865">Learn Independent</p>	<p data-bbox="578 770 1419 903">This learning experience combines videos, interactive exercises, quizzes, and tests into a comprehensive, online learning curriculum that students can complete at their own pace. Students also experience hands-on activities in a Workday tenant.</p>
 <p data-bbox="293 972 451 999">Adoption Kit</p>	<p data-bbox="578 930 1440 1062">This collection of templates and resources accelerates student training and your Workday rollout. It includes a combination of videos and job aids, as well as facilitation and marketing materials. All content can be tailored to your needs, or used as is.</p>
 <p data-bbox="293 1402 456 1430">Workday Pro</p>	<p data-bbox="578 1094 1451 1157">Workday Pro is our customer accreditation program that consists of several tracks, each with relevant courses plus a written test.</p> <p data-bbox="578 1163 1019 1190">Benefits to your organization include:</p> <ul data-bbox="630 1205 1419 1423" style="list-style-type: none"> <li data-bbox="630 1205 1419 1268">• Greater confidence in employees' abilities to deliver similar levels of value as an external consultant <li data-bbox="630 1274 1000 1302">• Lower total cost of ownership <li data-bbox="630 1308 886 1335">• Faster time to value <li data-bbox="630 1341 1419 1423">• Access to the Workday Touchpoints Kit along with concise training at no additional charge <p data-bbox="578 1444 943 1472">Benefits to the student include:</p> <ul data-bbox="630 1478 1406 1738" style="list-style-type: none"> <li data-bbox="630 1478 1260 1505">• Increased self-sufficiency with their Workday tenant <li data-bbox="630 1512 1227 1539">• Enhanced ability to maintain the Workday system <li data-bbox="630 1545 1382 1627">• Deeper understanding of current and new releases from access to twice yearly update training videos <li data-bbox="630 1633 1292 1661">• Ability to extend functionality and value independently <li data-bbox="630 1667 1406 1738">• Recognition of having met a generally accepted level of Workday understanding and skill



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