Workday Accessibility Overview
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Commitment to Accessibility
Workday recognizes the importance of accessibility and is proud of our history of giving all users the opportunity to access our applications, regardless of their abilities. We continually focus on the needs of users with disabilities, evolving our software as technology continues to grow and mature. We believe everyone benefits from having a single unified and accessible experience. It’s the Power of One—for everyone.

Key Benefits
- Inclusive single user experience
- The Power of One—for everyone
- Continuous innovation
- Commitment to accessibility in design
- Works out of the box, no configuration needed
- Enhancements are released when ready

Workday Accessible Solutions
Workday is accessible without tenant configuration. We reference best practices as described in Section 508 of the U.S. Rehabilitation Act (“Section 508”) and Web Content Accessibility Guidelines (“WCAG 2.0 A/ AA”). It is our goal to support our customers and enable them to hire and retain the best talent for their organizations, regardless of their ability.

Types of accessibility support include:
- Common screen readers for the visually impaired
- Focus indication and keyboard support for non-mouse users
- Compatibility with speech-to-text software for hands-free users
- A responsive interface with the ability to zoom in for the visually impaired
- Browser and operating system color and contrast enhancements

Continuous Innovation
Workday has a long-standing commitment to accessibility, having begun the journey before modern web technologies, such as HTML5 and WAI-ARIA, were well supported. We used the best available technology by providing a separate client that enabled users to perform a multitude of employee self-service, management self-service, and common administrative tasks with a screen reader. This alternative client served as an intermediary solution while screen reader accessibility was built into the Workday HTML5 primary user experience. Fortunately, technology has matured and today, all Workday users take advantage of the Workday HTML5 primary user experience.

The Workday Approach to Accessibility
Workday is able to deliver an inclusive user experience that keeps pace with our continuous innovation because we considered accessibility from the very start, developing a foundation that considers the broad range of experiences users face. Workday provides a single user experience that ensures all of our users have access to the same features and functions, enabling better support of customer issues and documentation. Workday has adopted an ongoing approach to bringing accessibility to the primary user experience. We are evaluating our existing component library to make sure we are addressing today’s Workday as well as putting processes into place to make sure future developments are accessible.

The accessible experience for users is not defined and can vary based on their needs and situations. Workday has its own accessibility subject matter experts and partners with our customers to gauge their experiences, which helps identify barriers and inform our roadmap. We welcome input and feedback from users of assistive technology and, when we deliver enhancements, they are available to all Workday customers, benefiting everyone.
Compliance and Documentation

Workday includes accessibility in our design of the generally available version of the Service. Workday evaluates its products against Section 508 or WCAG 2.0 A/AA standards but does not warrant compliance with Section 508 or WCAG 2.0 A/AA or any other jurisdictional standards. Workday documentation includes the “Accessibility in Workday Applications” document, which summarizes the Service’s support for the standards promulgated under Section 508, as well as international standards such as WCAG 2.0 A/AA.

The “Accessibility in Workday Applications” documents serve as Workday Voluntary Product Accessibility Templates (“VPATs”), which reflect the results of accessibility testing. VPATs are updated periodically and currently available for Workday Financial Management, Workday Human Capital Management (HCM), and Workday Student. The current VPATs were published in April 2018.

Workday has not yet published VPATs for other selected products and services, including Workday Community, Workday Education Services offerings, Workday native mobile applications, and the exclusions listed in the VPATs for Workday Financial Management, Workday HCM, and Workday Student. Workday can provide a roadmap of release dates for future VPATs upon request.

Ensuring the Accessible Experience

Workday performs multiple types of evaluations, including a combination of automated and manual testing with assistive technology, including screen reader software, keyboard, and magnification. We leverage the expertise of users who are intimately familiar with their technology to report where we can enhance the usability of their experience. Workday is further investing in our Quality Assurance practices.

Partnership with Customers

Workday believes in the value of customer relationships and collaboration and uses a variety of avenues to promote engagement. We deliver accessibility features by incorporating the principles of universal design in a collaborative process with our customer community.

Workday solicits feedback and collaborates directly with customers, design partners, and subject matter experts to inform, assess, and prioritize product development and resolve customer support cases.

Safe Harbor Statement

This document may contain forward-looking statements for which there are risks, uncertainties, and assumptions. If the risks materialize or assumptions prove incorrect, Workday’s business results and directions could differ materially from results implied by the forward-looking statements. Forward-looking statements include any statements regarding strategies or plans for future operations; any statements concerning new features, enhancements or upgrades to our existing applications or plans for future applications; and any statements of belief. Further information that could affect Workday’s results is included in our filings with the Securities and Exchange Commission which are available on the Workday investor relations webpage: www.workday.com/company/investor_relations.php. Workday assumes no obligation for and does not intend to update any forward-looking statements. Any unreleased services, featured, functionality, or enhancements referenced in any Workday document, roadmap, blog, our website, press release or public statement that are not currently available are subject to change at Workday’s discretion and may not be delivered as planned or at all. Customers who purchase Workday, Inc. services should make their purchase decisions upon services, features, and functions that are currently available.