

Go Live at a Glance provides a daily update that is a snapshot of the implementation of Workday and Tecsys. Please read carefully, as we share news and information that may be critical to the performance of your jobs. This will be our last issue—please continue to look for MyWorkday information appearing in MyVUMC and shared with you by the Change Network.

TOP ISSUES

Note: The issues below are not listed in any particular order. Some previous items may not appear due to re-prioritization.

1. Support for first biweekly payroll this week
2. Some worktags not automatically coming through for supplies
3. Several adjustments to supervisory organizations within Workday
4. Optimizing return/receipt process for Tecsys
5. Preparation for first month-end financial close
6. Addressing backlog of POs
7. Preparation for new hire orientation

MAJOR WINS & ISSUE RESOLUTIONS

- Ran 3 consecutive overnight batches of clinical supply orders through Tecsys that did not require manual intervention
- Successfully completed first biweekly payroll

MyWORKDAY SUPERSTAR

Many thanks to the Change Management and Training team for providing frontline support and answering questions from Super Users, Change Agents, Department Readiness Leads, and employees over the last few weeks as we transitioned to using Tecsys and Workday in our everyday work. These dedicated colleagues have been active in the Super User Teams channel, ensuring MyWorkday Super Users have the information they need to assist their colleagues. The CMT team has also been monitoring the MyWorkday inbox (myworkday@vumc.org), answering a multitude of emails sent by VUMC employees. This work required that the team rapidly gain expert-level knowledge of workflows and functionality within Workday. They have also continually updated resources, created training materials, and communicated constantly (including via this Go Live at a Glance) to keep the VUMC community informed, supported, and engaged. Thank you!

OTHER NEWS

- If managers are out unexpectedly for a period of time, a **delegation exemption request ticket can be submitted in Pegasus** to keep their tasks moving while they are not at work—the **new delegation policy** will apply
- Please note: this will be the last issue of the MyWorkday Go Live at a Glance—please continue to look for MyWorkday information appearing in MyVUMC and shared with you by the Change Network



You will need to make your Work Phone “Public” for your colleagues to see your phone number in Workday—see **more information here** on updating your personal information