

From: [WorkDay, DOT \[DOT\]](#)
To: [DOT-AG-SUPV-GL](#)
Subject: Workday update – Manager and Supervisors - Off-network Access
Date: Wednesday, April 8, 2020 9:18:06 AM
Attachments: [image003.png](#)
[image013.png](#)

Workday Update – managers and supervisors Off-network Access

Recent changes to Workday will make it easier for managers and supervisors to get what they need to do done off the Iowa DOT network.

With a few exceptions (changing payment elections and downloading spreadsheets), most business process can be done on a mobile device that is not connected to the Iowa DOT network. This makes Workday more flexible and eliminates the need to VPN to the server.

Below are two examples of the visibility before and after this change.

Applications available when not connected to VPN

Previously available



Applications

7 items



Time



Absence



Expenses



Pay



Talent and
Performance



Personal
Information



Report Catalog

Now available:



Applications

14 items



Time



Absence



Expenses



Pay



Talent and
Performance



Safety



Personal
Information



Time and
Absence



Team Time



Team Absence



Birthdays



My Team
Management

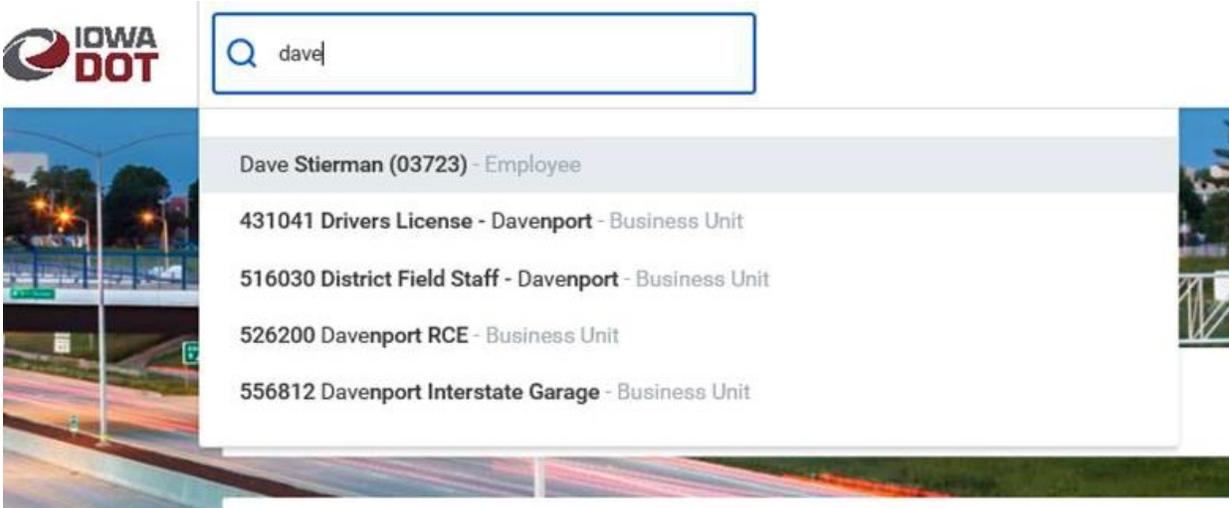


Management
Reporting
Dashboard

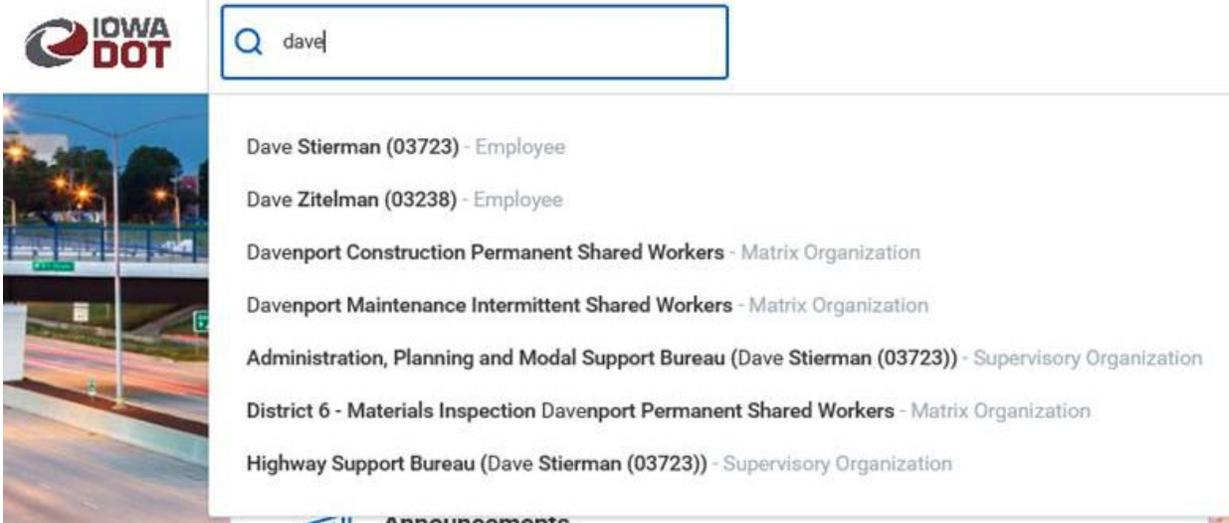


Report Catalog

Expanded ability to search/view other employees.
Previously available



Now available



The Workday Team

