



workday

Workday Student

January Vol 5

Transformative Times with Workday

Official newsletter of Workday Student Project



Greetings, Gallaudet Community!

As we step into a new year, the January newsletter brings exciting updates and progress from the heart of our Workday Student Project. The theme resonating through these pages is one of collaboration, transparency, and progress. Join us on a journey through the latest in Academic Management, a deep dive into the enhanced Grading feature, and updates from our dedicated project teams. We're committed to delivering a seamless academic experience, and this newsletter is a testament

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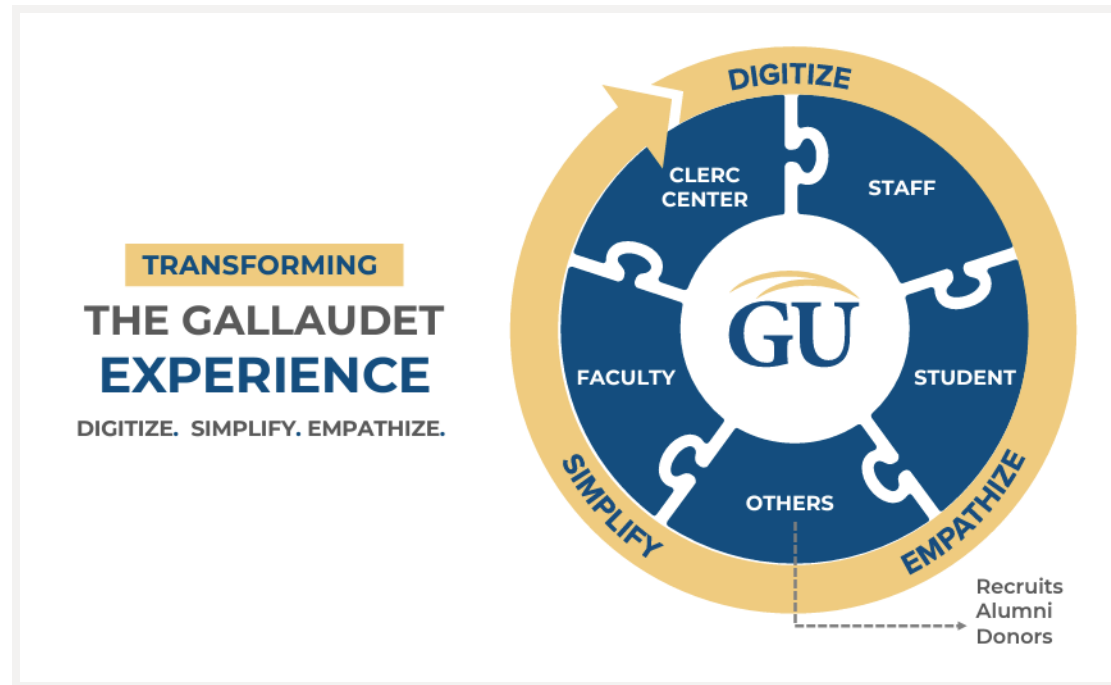
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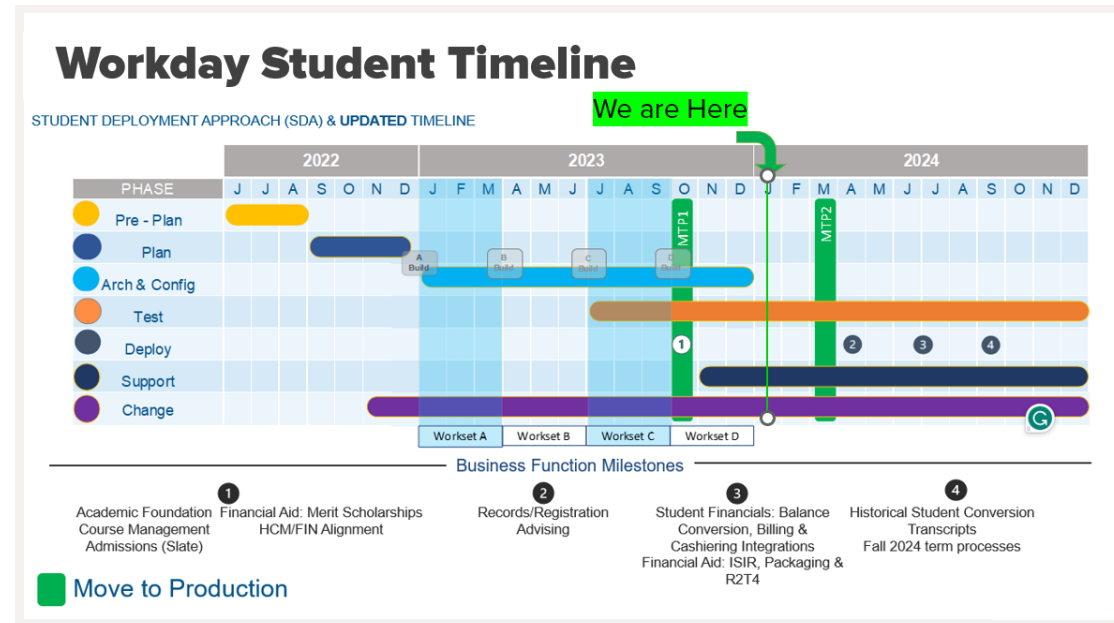
to our shared achievements and the exciting prospects on the horizon.



Event Spotlight

The Change Experience Team Kicked off the new year, and Spring Semester by partnering with Student Records and Academic Advising work streams. Showcasing Workday Student features through Demos and Q&A sessions during the Technology Day of Professional Development Week for the Faculty and Staff. Providing a total of six sessions, on a variety of topics including a look at both the faculty and students' view of key aspects of new features. Our teams are pleased to have spent the time answering some of the burning questions and collecting some feedback for future improvement considerations. We look forward to more sessions like this in the future.

Project Update



Key Takeaways

- 1. Transparency & Requirements:** Easily track a student's progress through the Academic Progress report, providing a clear view of degree requirements.
- 2. Explorations Made Easy:** Quickly find academic and time requirements for multiple Programs of Study, empowering students and advisors with valuable insights We are ramping up for more functions of
- 3. WD Student to Go Live** in April 2024 that many of you will finally see/utilize changes within Workday Platform. More communication about this coming soon!

Key Words You Should Know

As we continue to embark on this journey together, it is important we all have a shared understanding of terms, and working knowledge of what things are called in our new system. Here are some highlighted key terms from our Workday Terminology collection that will help all of us along the way.

- 1. Program of Study (POS):** Representing educational objectives, the primary program is the first active program declared by a student.

2. **Eligibility Rules:** Utilized throughout Workday Student, these rules determine a student's eligibility for various aspects within the system.
3. **Matriculation:** The process of moving students from Applicant to Student within Workday.
4. **Student Cohort:** Configurable collections of students sharing characteristics for easy grouping.

More Workday Terminology

Additional Project Updates:

Advising

- Conducted Workday Student Technology Clinics alongside Student Records during Professional Development Week.
- Completed Onboarding, Academic Planning, and ASL Connect Test Scenarios (80% test completion rate).
- Ongoing updates to Onboarding content with scheduled testing and configuration steps for OnSite visit in January.

Academic Foundation/Student Core:

- Configured reports for Student Clubs & Organizations, including security groups.
- Created Student Cohorts for registration and finalized student holds across key departments.

Student Records:

- Conducted Workday Student Technology Clinics alongside Academic Advising during Professional Development Week.
- Continued configuration of honors and awards.
- Completed configurations for program completion and transcript processes.
- Enhanced Academics dashboard with customized reports.

Financial Aid:

- Tested Mass Operations Management process for applying need packaging holds.

- Developed new segments and security for FA Student Notes.
- Developed new reports for tracking Packaging.

Student Financials:

- Transact Student Finance FSPP payment plan testing at 90% completion.
- Identified charges for dynamic bill/e-bill files, with the first round picked up by the Integrations team.

Student Admissions:

- Configured match and merge in GU1 and GU3 to match PROD.
- Configured updates to holds content for conditional admits.
- Continued preparation activities and MTP2 E2E testing.

MTP2 Technology - Data Conversion:

Achieved significant progress across various applications, matriculations, course registrations, and more

- Applications/Matriculations - **5,762 – 100%**
 - Course Registrations – **69,313 – 99%**
 - Period Status Override - **8,768– 99%**
 - POS Snapshot Assignment – **5,759 – 99%**
 - Completions/Degrees - **4,980 – 98%**
 - Student Transfer Credit – **7,015 – 100%**
 - Student External Transcripts – **1,240 – 100%**
 - Universal ID – **4,079 – 100%**
 - *Continued Development on Transcript Notes, Student Personal Information, Student Honors & Awards and Historic Students*
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Highlights & Deep Dives

Grading Feature / Academic Management

We are thrilled to introduce the enhanced Grading feature in Workday Student, a pivotal aspect of our Academic Management system.

Within our grading system, there exist numerous impressive features. I'd like to highlight and delve into one specific aspect – the process for teachers regarding grade changes has traditionally involved an approval procedure. However, the Registrar's Office has now established a set timeframe for the submission and modification of grades. Within this window, teachers are empowered to input grades into the system and, should the need arise for adjustments or if students submit their work late, the same teachers can now easily update the grades themselves. Gone are the days where a written request was mandatory, along with the associated bureaucratic delays. This innovation saves time, streamlines the process, and significantly enhances the overall experience.

Special Considerations for Grade Elements:

- Last Date of Attendance: Crucial for certain grades, especially for Financial Aid considerations during Return to Title IV calculations.
- Grade Notes: Instructors can add explanatory notes for grades, ensuring factual and non-defamatory content.

Grading Period Management:

- The Registrar sets specific start and end dates for grading periods.
- Faculty can enter grades within this window.

Grade Entry and Changes:

- Faculty/Instructors use the Teaching App for entering grades.
- Changes go through a review and approval process by the Registrar.

Grade Appeals Process:

- Handled by the Office of the Registrar on a case-by-case basis within Workday.

Student Access to Grades:

- Students can view grades in Workday Self-Service via "View My Grades" and the Academic Progress Report.

This update aims to streamline the grading process, ensuring transparency and accuracy in academic record-keeping. Faculty and students, familiarize yourselves with these functionalities for a seamless academic experience.

As we wrap up this edition of the newsletter, the theme of collaboration and progress shines through every project update, spotlight, and terminology shared. The dedication of our teams and the strides made in Academic Management and the exciting new Grading Features reflect our commitment to providing the Gallaudet community with tools that enhance the student experience.

Thank you for being part of this journey. Here's to a year filled with continued collaboration, transparency, and success.

Stay tuned for more exciting updates, and let's make 2024 a year of academic excellence at Gallaudet!

Events & Resources

Workday Terminology

We spotlighted a few key terms make sure you select the button above, or [provide questions or suggestions to us any time?](#)



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