



Workday Education and Training

Workday Education and Training helps customers and Workday ecosystem members deploy and best use their Workday applications. Our training ranges from strategic topics, such as learning to deploy Workday at a company site, to specific information about new features in the latest Workday release. We offer a variety of learning delivery options from independent, self-paced offerings to high-end, hands-on activities in the Workday tenant. We also offer customer accreditations and partner certifications. Our goal is to help teams flourish by providing needed training that's helpful and within budget.

Workday Training Expertise

We realize that taking any type of training is a commitment of your time and resources. For this reason, we have invested deeply in our Workday Education content and training. We want to help you with the adoption and use of your Workday application, and we strive to provide the greatest training ROI as possible.

Relevant and Comprehensive Training

Because all of our customers are on the same version of Workday, we are able to work closely with product management, product development, the Workday ecosystem, and our customers to ensure that our training aligns with the current needs of our customers.

Proven Expertise

We are working hard to provide the best possible learning experience. Our training is delivered by certified instructors, and we have a dedicated global team managing content delivery and operations to ensure the consistency and accuracy of our training.

Adaptable Training Plans

Customers have different training requirements when they adopt new functionality, and each customer has their own desired level of self-sufficiency. Some customers want to be highly self-sufficient and seek the necessary training to allow that. Others may have limited resources or want access to a higher level of expertise to assist with their ongoing adoption needs.

Key Benefits

- Receive relevant and comprehensive training from Workday-certified experts
- Ensure your employees are successful and know how to get the most out of Workday
- Keep up-to-date on new features
- Save time and effort by getting your employees quickly up to speed on Workday
- Ensure successful deployments
- Understand how to configure and use Workday to best support your business

We've designed our Education Services to help you address your training requirements based on your own preferences and budget. From free content to specializations, we provide training that truly meets your needs.

Training for Multiple Roles

We recognize that people vary in their ability to comprehend information, and for that reason we strive to accommodate all learning styles. We also recognize that people are busy and that fitting a training into a full schedule can be challenging. That's why Workday provides several options. We have a solid understanding of the most effective delivery type for each audience. For those individuals and companies that want to be more self-sufficient, Workday Education provides continuous learning options.

Team-Based Training

If you would like to train an entire team so that everyone learns the same content at the same time, we can help with that, too. We've seen that when multiple people from an organization sign up for the same training, it encourages members to collaborate and problem-solve in real time.

Company-Based Training

By using our online training resources, your Training Coordinator will be able to choose courses and tracks based specifically on your company's needs. Our training services can help you move from where you are today in the adoption of Workday products and features to where you would like to be tomorrow.

Extraordinary Training Experience









At Workday, customer satisfaction is always at the heart of what we do. For example, the Workday Education training unit has an 18-month expiration period, while the industry standard is 12 months. Our volume discounts are based on the total volume purchased in the past 12 months. The industry-standard volume discount typically only applies to the current purchase.

Unparalleled Classrooms

We invest in our training facilities so that our students have a great learning environment. We have large plasma screens, easy-to-read whiteboards, high-quality acoustics and lighting—all designed to provide the best training experience available.

Full Spectrum of Learning Options

We offer a variety of learning delivery options ranging from independent, self-paced offerings to traditional in-class training. Learn more about [Workday Education Services](#).

WORKDAY EDUCATION OFFERINGS	DESCRIPTION
 <p>Learn In-Person</p>	<p>This traditional instructor-led in-classroom training prepares students to meet their job requirements. It combines lectures, social learning, product demonstrations, and hands-on activities.</p>
 <p>Learn Remote</p>	<p>Learn Remote offers instructor-led training delivered online. In-person and remote students are combined into a single class, providing the same real-time collaboration, instructor interaction, and learning benefits for both groups. There is no travel needed, which saves you time and money.</p>
 <p>Learn Virtual</p>	<p>Our virtual classroom offers the advantages of live instructors without the expense and time associated with travel. Students connect to our training environment and participate remotely, complete hands-on activities, and interact with instructors and other students.</p>
 <p>Learn Independent</p>	<p>Workday offers customers training flexibility with Learn Independent. Students can learn online from anywhere, anytime, and at their own pace with a combination of videos, interactive activities, job aids, and quizzes. Start times begin when it is most convenient for students, and they will retain access to course material indefinitely as long as their Learning Center account remains active.</p>
 <p>Learn On-Demand</p>	<p>Students complete short, topic-specific videos and job aids at their own pace with Learn On-Demand. This training supplements instructor-led offerings and provides students with immediate access to specific course-content in real time. This content often serves as refresher material on specific topics learned in instructor-led courses.</p>
 <p>Workday Pro</p>	<p>Workday Pro is our highest level of customer accreditation. It is designed for individuals who want to acquire deep expertise in Workday. This program trains our Workday Pros to deliver a similar level of value as an external Workday-certified consultant. This accreditation program consists of a number of tracks, each with relevant courses, plus an online test. Accredited Workday Pros receive membership in the private Community group, full access to the Workday Touchpoints Kit, and update training with each new Workday release—all for no additional cost.</p>
 <p>Adoption Kit</p>	<p>The Adoption Kit helps accelerate the development of end-user training and use of self-service features and functionality, ultimately contributing to a successful Workday rollout. It includes a combination of videos and job aids for common employee and manager self-service tasks, as well as graphic assets, facilitation guides, and marketing materials. Training teams can use these materials as-is or customize content to meet unique organizational needs.</p>
 <p>Workday Touchpoints Kit</p>	<p>The Workday Touchpoints Kit is a collection of diagrams, heat maps, and organizational details that illustrate the connection points across all product areas within the Workday suite. These tools can be used by customers and consultants alike, with the end goal of maximizing the Workday application.</p>



+1-925-951-9000 +1-877-WORKDAY (+1-877-967-5329) Fax: +1-925-951-9001 workday.com

©2021. Workday, Inc. All rights reserved. Workday and the Workday logo are registered trademarks of Workday, Inc. All other brand and product names are trademarks or registered trademarks of their respective holders. [ds-serv-workday-education-and-training-enus.pdf](#)