

# Workday 2024R2

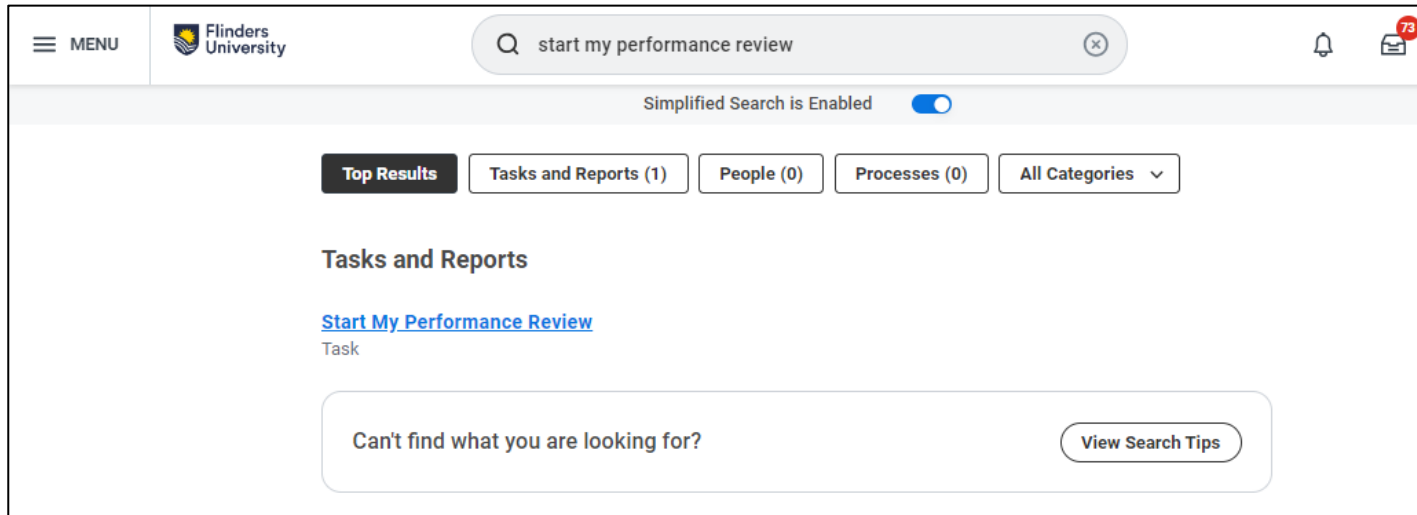
## Automatic Features

Production Release: September 21, 2024



# People Experience

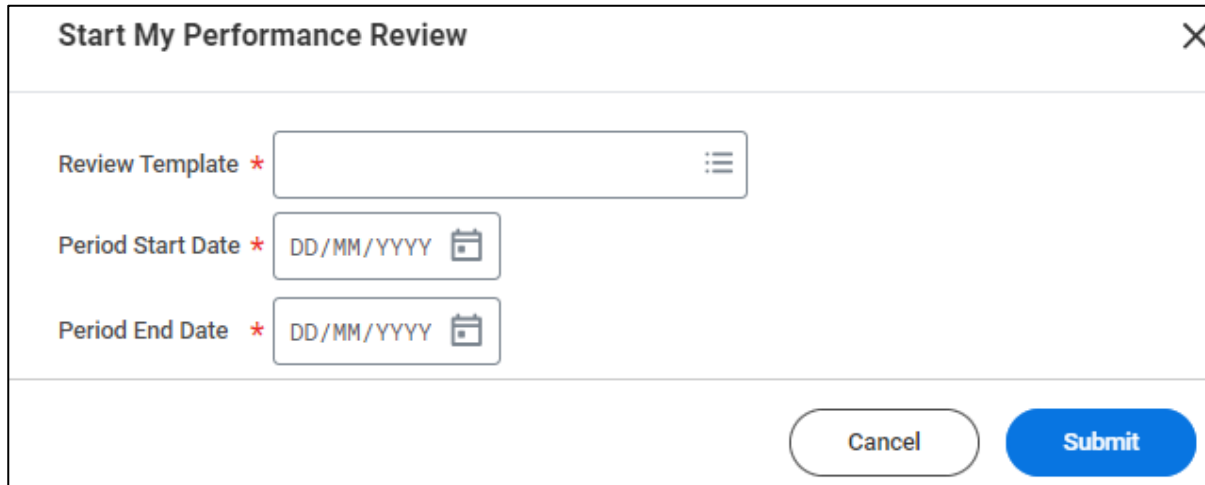
## AI Enhanced Search



This feature saves you time and effort by using AI to analyse your search query and then display the best matching task and report at the top the search results.

# People Experience

## Blue Buttons Default



Start My Performance Review

Review Template \*

Period Start Date \* DD/MM/YYYY

Period End Date \* DD/MM/YYYY

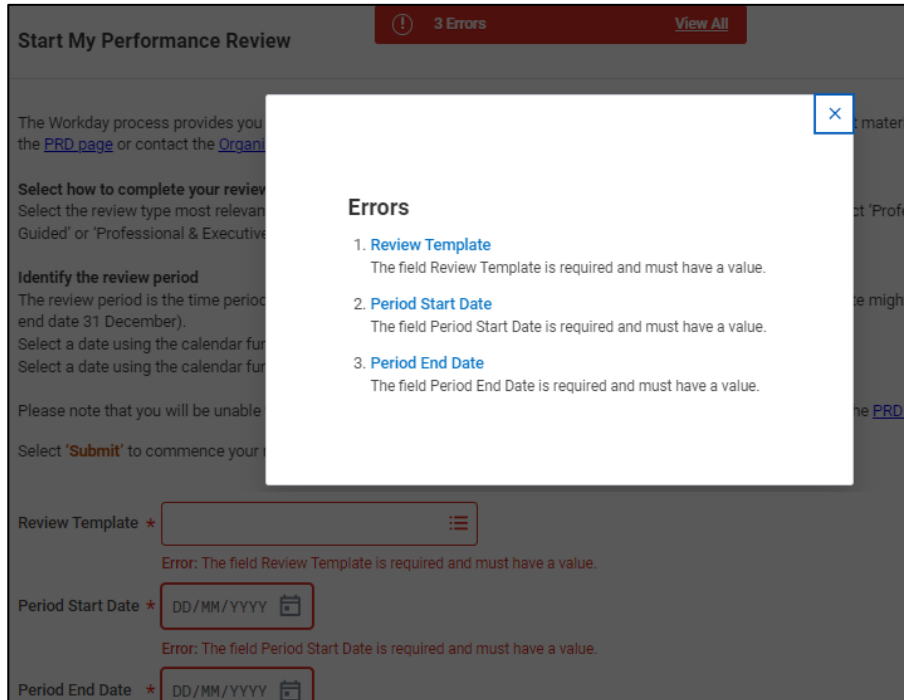
Cancel Submit

All primary buttons display as blue instead of orange by default.

This update provides a visual refresh and enhances accessibility for users.

# People Experience

## Errors

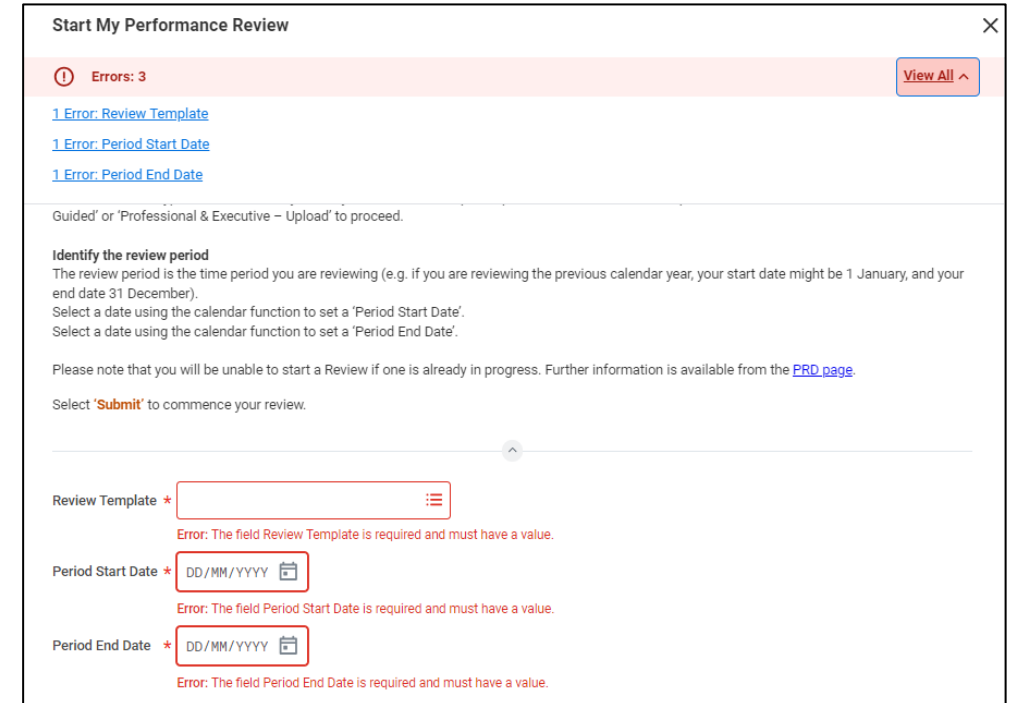


The screenshot shows the 'Start My Performance Review' page with a dark red banner at the top indicating '3 Errors' and a 'View All' link. A white pop-up window titled 'Errors' is overlaid on the page, listing three error messages:

- 1. **Review Template**  
The field Review Template is required and must have a value.
- 2. **Period Start Date**  
The field Period Start Date is required and must have a value.
- 3. **Period End Date**  
The field Period End Date is required and must have a value.

The background page shows form fields for 'Review Template', 'Period Start Date', and 'Period End Date', each with a red error message below it.

After Updates



The screenshot shows the 'Start My Performance Review' page with an enhanced error banner at the top. The banner is light red and contains a '3 Errors' indicator and a 'View All' link. Below the banner, the error messages are listed as links:

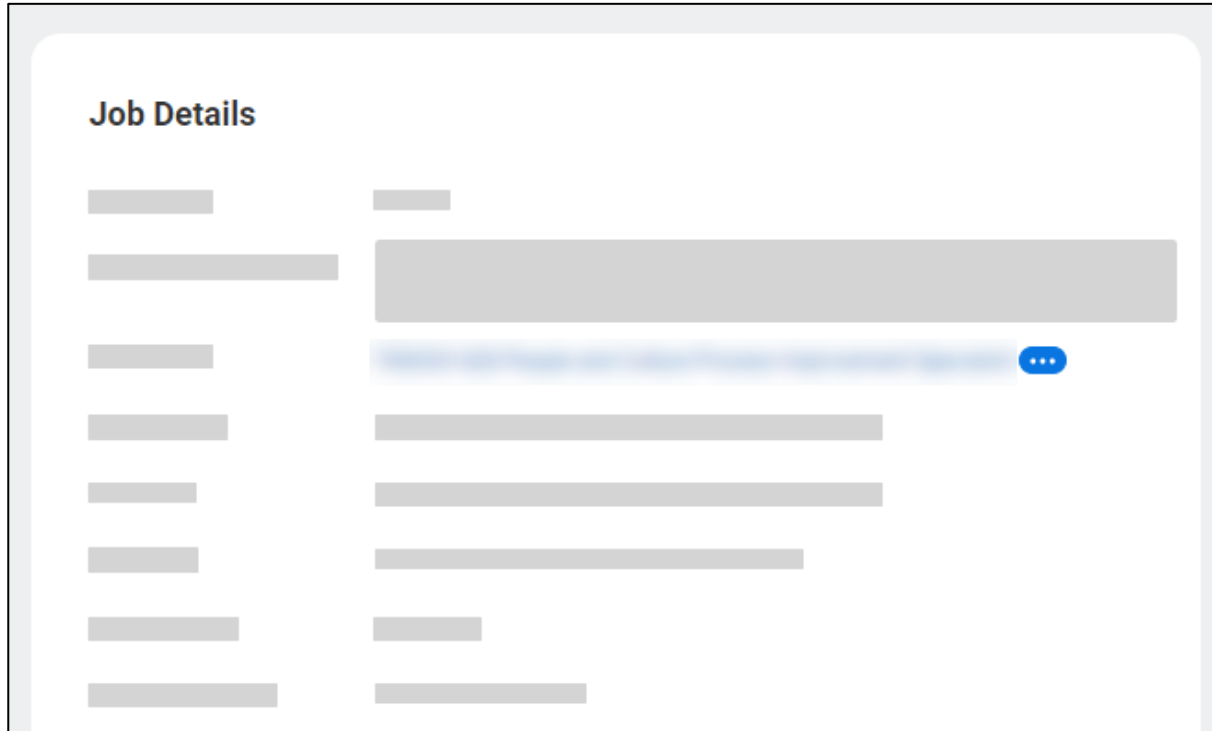
- [1 Error: Review Template](#)
- [1 Error: Period Start Date](#)
- [1 Error: Period End Date](#)

The background page shows the same form fields as the previous screenshot, but the error messages are now displayed as red text directly below each field.

Workday delivers an enhanced error banner at the top of the page instead of a pop-up window.

# Core HCM

## Related Actions Icon Enhancement

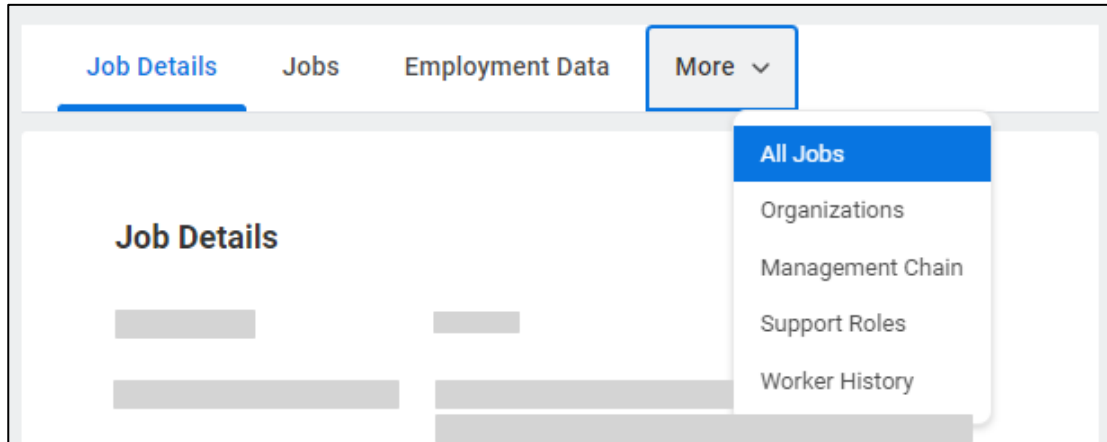


The icon is now blue and oval,  providing improved contrast and clarity.

Workday will add this new look to Search results in a future release.

# Platform and Product Extensions

## Enhanced Tab Design

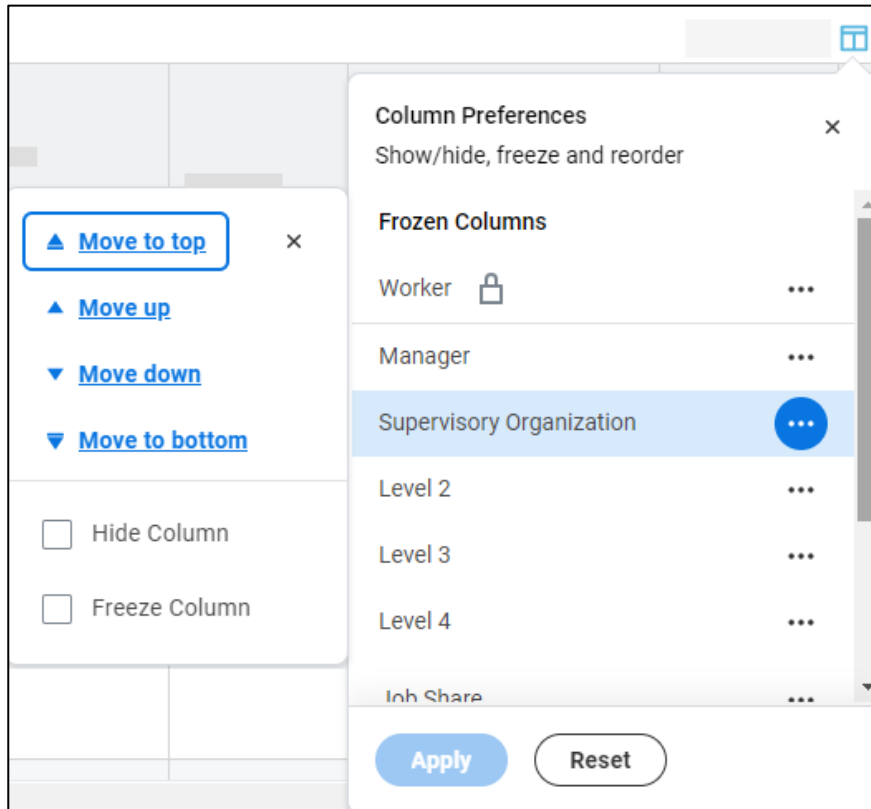



A blue underscore indicates the active main tab. The More menu now displays only the overflow tabs instead of all tabs.

Refreshing the tab interface enhances accessibility and clarity, and expands the usable space.

# Analytics and Reporting Features

## Freeze Report Columns



If you see this icon  at the top right of a report you commonly run, it means you can customise the report by freezing, rearranging or hiding columns.

NB. This does not apply to any reports once you export to Excel.



# Talent

## Autosave for Guided Experience Employee Reviews

Complete Self Evaluation

Self Evaluation - Academic  
Teaching and Research  
Guided Experience

04/09/2023 - 04/09/2024

- Teaching & Related Duties - Goals
- Teaching & Related Duties - Questions
- Research Outputs and Achievements - Goals
- Service and Leadership - Goals
- Service and Leadership - Questions
- Professional Development
- Additional Comments
- Supporting Documents
- Additional Feedback (if requested)
- Review and Submit

### Teaching & Related Duties - Goals

**For the goals pre-loaded from the previous review year (if relevant):**  
Provide comments on meeting goals and effectiveness of strategies for teaching from previous year. You may also describe circumstances, if any, that were a barrier to achieving the goals.

**For the next review year:**  
Provide details of the agreed goals and strategies for teaching for future period. This may include topic delivery, innovative approaches and teaching quality opportunities.

Please note -- at least **one** goal is required to be entered here, and the Teaching and Related Duties category must be selected.

Goal \* Normal **B** **I** **U** **A** **¶** **☰** **✉**

Continue to provide SNIPS presentations when required.

Due Date 04/09/2025

Category Teaching and Related Duties

Organization Alignment

Relates To

Status In Progress

Employee

Back Next Save Close

The Save for Later button is replaced with the new Save button. Employees can now continue to work on your review without having to reopen the saved event.

The employee review is automatically saved every 90 seconds preventing end users from losing work when a Workday session times out for desktop users.

The autosave feature isn't available for Acknowledgment and Review and Submit steps.



# Talent

## Feedback User Experience Responsive Design

The screenshot shows a mobile application interface titled "Get Feedback on Self". At the top, there is a header with a profile picture and a menu icon. Below the header, there is a form with the following elements:

- A dropdown menu labeled "Who do you want to request feedback from? \*".
- A section titled "Questions" with a dropdown arrow.
- A text input field with a menu icon.
- A rich text editor with a toolbar containing icons for bold (B), italic (I), and other text formatting options.
- A text input field below the rich text editor.
- A button at the bottom of the form.

At the bottom of the screen, there are three buttons: two light blue buttons and one dark blue button.

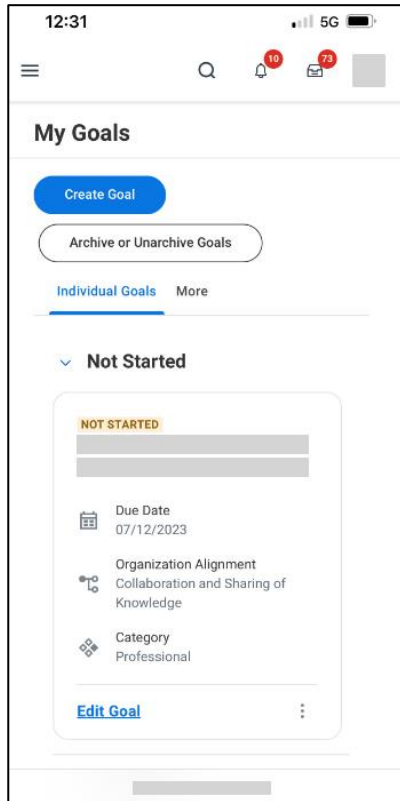
Provides a responsive and flawless user experience on any device for these feedback tasks:

- Give Feedback
- Get Feedback on Self
- Get Feedback on Worker

Changes: maximize the space on the page and minimize content gaps.

# Mobile

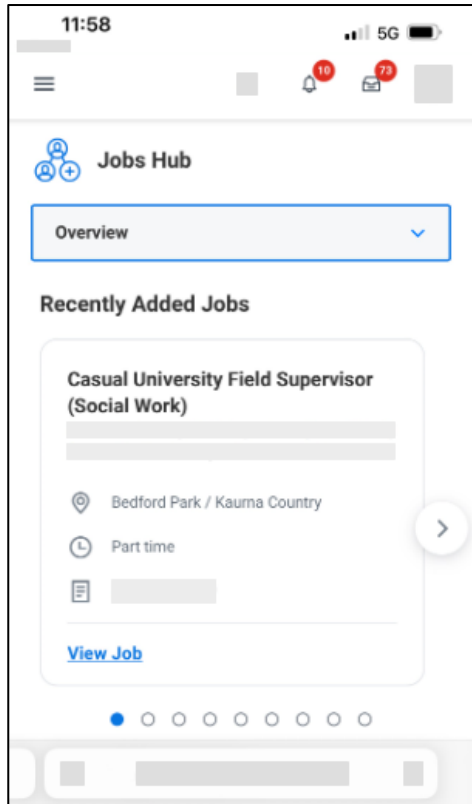
## Goals User Experience Redesign for Mobile



Employees can now access the card framework included in the Goals Redesign User Interface feature from their mobile device.

# Mobile

## Jobs Hub for Mobile



With this update, employees can now access Jobs Hub on Workday on Android, iPad, and iPhone.

Internal job opportunities on mobile, providing them with a centralized hub where they can access job postings, job alerts, and referrals.