

# NEW DAY

## 8 things employees will want to know about NEW DAY

1

**NEW DAY** is Human Resources' initiative to automate and centralize technologies for the everyday service processes of our U.S. locations

2



The university will launch Workday as its new human resources system for all U.S. employees in December, 2021

3

The initiative will be implemented in two releases:

**Release 1** will incorporate payroll, time tracking, compensation, leaves, and hiring processes into Workday

4



For employees, tasks you do today in Banner HR, PageUp, Time Tracking and JobX time tracking, will move to the Workday as early as December 2021

5

Workday's self-service, mobile-friendly portal will mean employees can do everyday tasks anytime, from anywhere



6



The Workday system's intuitive interface uses icons to organize tasks, and notifies you when requests have been approved

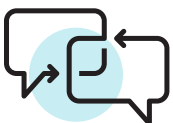
7

Employees will use Workday to:

- Track time
- Request PTO
- See a paystub
- Initiate a leave
- Apply for work on Northeastern's job board
- Onboard

8

Training on Workday won't happen until **fall, 2021** for employees. We'll keep you informed and up to date with news and information until then in our NEW DAY portal



### Questions?

[https://northeastern.service-now.com/hr?](https://northeastern.service-now.com/hr?id=kb_article&sys_id=c23835c21b4c3410112420a6624bcba0)

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