

## Workday Integration Core Class Agenda (W30)

Day #	Class Lecture	Student Tasks/Homework
Prior to Class		<p><b>Student Tasks (To complete before Day 1):</b></p> <ul style="list-style-type: none"> <li>• Students should verify they have received the Report Writer Manual</li> <li>• Download SFTP client software for accessing the SFTP server</li> <li>• In the LMS, search for and watch these on-line videos: <ul style="list-style-type: none"> <li>○ “Core Concepts - Learn Independent”, for an overview of Navigation, Organizations, the Business Process Framework and Security.</li> <li>○ “Secure Data and the SFTP Server (Free)” <b>Note:</b> We will only use SFTP client software in our class and not the KeyGen tools referenced.</li> <li>○ “Report Writer Overview (Free)”</li> <li>○ “Introduction to Integration Systems”</li> </ul> </li> <li>• Review the Report Writer Course manual, pages #12 - #35 (attached to the class introductory email)</li> <li>• Do the following activities: <ul style="list-style-type: none"> <li>○ Activity 1.1 – Run A Standard Report</li> <li>○ Activity 1.2 – Copy A Standard Report</li> <li>○ Activity 1.3 – Leverage Standard Report</li> </ul> </li> <li>• Begin to review the XML topics referenced in the Class Introduction email</li> </ul>

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<b>Day 1</b>  <b>Mon</b>	<b>Lecture on Report Writer:</b> <ul style="list-style-type: none"> <li>○ About the Class</li> <li>○ About the Class Technology &amp; Tools</li> <li>○ Integration Overview</li> <li>○ Report Writer <ul style="list-style-type: none"> <li>○ Reporting Overview</li> <li>○ Building Custom Reports</li> <li>○ Sorting and Filtering</li> <li>○ Prompting</li> </ul> </li> </ul> <p>Q&amp;A</p>	<b>Student Homework:</b> <ul style="list-style-type: none"> <li>• <i>Report Writer Course Manual</i> <ul style="list-style-type: none"> <li>○ Activity 3.1, “Determine the Primary Business Object and Data Source”</li> <li>○ “Scenario (On Your Own)” with Activity 4.3, “Create a Custom Report (on Your Own)”</li> </ul> </li> </ul>

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<p><b>Day 2</b></p> <p><b>Tues</b></p>	<p><b>Lecture on Calculated Fields:</b></p> <ul style="list-style-type: none"> <li>○ Calculated Fields <ul style="list-style-type: none"> <li>○ Calculated Fields Overview</li> <li>○ Working with Dates and Text Strings</li> <li>○ Evaluating Conditions</li> <li>○ Performing Mathematical Calculations</li> <li>○ Retrieving Data from Related Objects <ul style="list-style-type: none"> <li>▪ Lookup Related Value</li> <li>▪ Extract Single Instance</li> <li>▪ Extract Multi Instances</li> </ul> </li> </ul> </li> </ul> <p>Q&amp;A</p>	<p><b>Student Homework:</b></p> <ul style="list-style-type: none"> <li>• <i>Calculated Fields Course Manual</i> <ul style="list-style-type: none"> <li>○ “Demo – Lookup Range Band” (Optional) <ul style="list-style-type: none"> <li>▪ NOTE: In the “Billable Projects” parameter fields, select all projects under the “Project Hierarchies with Billable Projects” rather than “Available Billable Projects” and skip entering a “Reporting Date”. The report may only show invoice ages of 91+ Days.</li> </ul> </li> <li>○ Activity 4.1, “Count and Sum Related Instances”</li> <li>○ Activity 4.2, “Arithmetic Calculation”</li> </ul> </li> <li>• <i>Integration Core Supplemental Guide</i> <ul style="list-style-type: none"> <li>○ “Supplemental Activity 1 – Calculated Fields”</li> </ul> </li> <li>• Don’t forget to review XML Topics as needed: <ul style="list-style-type: none"> <li>○ XML <ul style="list-style-type: none"> <li><a href="http://www.w3schools.com/xml/">http://www.w3schools.com/xml/</a></li> <li><a href="http://www.w3.org/standards/xml/core">http://www.w3.org/standards/xml/core</a></li> </ul> </li> <li>○ xPATH <ul style="list-style-type: none"> <li><a href="https://www.w3schools.com/xml/xpath_intro.asp">https://www.w3schools.com/xml/xpath_intro.asp</a></li> <li><a href="http://www.w3.org/TR/xpath-functions/">http://www.w3.org/TR/xpath-functions/</a></li> <li><a href="http://www.w3.org/TR/xpath20/">http://www.w3.org/TR/xpath20/</a></li> </ul> </li> <li>○ XSLT <ul style="list-style-type: none"> <li><a href="https://www.w3schools.com/xml/xsl_functions.asp">https://www.w3schools.com/xml/xsl_functions.asp</a></li> <li><a href="http://www.w3.org/TR/xslt20/">http://www.w3.org/TR/xslt20/</a></li> </ul> </li> </ul> </li> </ul>

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Day 3 Wed	<b>Lecture on Core Connector:</b> <ul style="list-style-type: none"> <li>Core Connector</li> <li>Integration System Review</li> <li>Design Patterns</li> <li>Cloud Connect</li> <li>Integration System Building Blocks</li> <li>Core Connector: Worker</li> <li>Integration System Services</li> <li>Integration Services Field Attributes &amp; Field Overrides</li> <li>Launching Integrations</li> <li>Change Detection and Transaction Log</li> <li>Sequence Generators</li> <li>Integration Business Processes</li> <li>Core Connector: Notifications</li> </ul> <p>Q&amp;A</p>	<b>Student Homework:</b> <ul style="list-style-type: none"> <li><i>Integration Core Supplemental Guide</i> <ul style="list-style-type: none"> <li>Supplemental Activity 5 - Core Connector</li> <li>Supplemental Activity 6 - Change Detection Part 1 <u>(Please complete before the end of Day 3)</u></li> </ul> </li> </ul>
Day 4 Thu	<b>Lecture on Core Connector and Change Detection:</b> <ul style="list-style-type: none"> <li>Core Connector (Continued) <ul style="list-style-type: none"> <li>Core Connector Review</li> <li>Change Detection Review</li> <li>Change Detection: How Dates Are Used</li> <li>Change Detection More Practice</li> <li>Change Detection and Transaction Log</li> <li>Integration System Security</li> <li>Scheduling</li> <li>XSLT Primer</li> </ul> </li> </ul> <p>Q&amp;A</p>	<b>Student Homework:</b> <ul style="list-style-type: none"> <li><i>Integration Core Supplemental Guide</i> <ul style="list-style-type: none"> <li>Supplemental Activity 11 – Exploring XML Output and XSLT Transformations (Optional)</li> </ul> </li> <li>Continue to Review XML Topics as needed: <ul style="list-style-type: none"> <li>XML <a href="http://www.w3schools.com/xml/">http://www.w3schools.com/xml/</a> <a href="http://www.w3.org/standards/xml/core">http://www.w3.org/standards/xml/core</a></li> <li>xPATH <a href="https://www.w3schools.com/xml/xpath_intro.asp">https://www.w3schools.com/xml/xpath_intro.asp</a> <a href="http://www.w3.org/TR/xpath-functions/">http://www.w3.org/TR/xpath-functions/</a> <a href="http://www.w3.org/TR/xpath20/">http://www.w3.org/TR/xpath20/</a></li> <li>XSLT <a href="https://www.w3schools.com/xml/xsl_functions.asp">https://www.w3schools.com/xml/xsl_functions.asp</a> <a href="http://www.w3.org/TR/xslt20/">http://www.w3.org/TR/xslt20/</a></li> </ul> </li> </ul>

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<b>Day 5</b>  <b>Fri</b>	<b>Lecture on Document Transformation:</b> <ul style="list-style-type: none"> <li>Document Transformation               <ul style="list-style-type: none"> <li>Document Transformation Template</li> <li>XSLT &amp; Document Transformation</li> <li>XTT and ETV Attribute Tags</li> </ul> </li> <li><b>FINAL EXAM (Part 1)</b></li> </ul> <p>Q&amp;A</p>	<b>Student Homework:</b> <ul style="list-style-type: none"> <li><i>Core Connectors and Document Transformation Course Manual and Activity Guide</i> <ul style="list-style-type: none"> <li>Activity 5.4 (Optional), p. 125</li> <li>Activity 5.5 (Optional), p. 102</li> </ul> </li> <li><b>Final Exam (Part 1)</b> <ul style="list-style-type: none"> <li>Start Integration Configuration Exam Part 1</li> </ul> </li> </ul>
<b>Day 6</b>  <b>Mon</b>	<b>Lecture on EIBs:</b> <ul style="list-style-type: none"> <li>Simple Outbound Integrations               <ul style="list-style-type: none"> <li>Enterprise Integration Builder (EIB) Overview</li> <li>Outbound EIB</li> <li>Transformation</li> <li>Custom XSLT</li> <li>EIB Delivery Options</li> <li>EIB and Workday Web Services</li> </ul> </li> </ul> <p>Q&amp;A</p>	<b>Student Homework:</b> <ul style="list-style-type: none"> <li><i>Simple Integrations Manual</i> <ul style="list-style-type: none"> <li>Activity 2.3, p. 49. Before doing this activity, verify there is a least one open IT Help Desk position. You may need to terminate one of the hires done in the “Change Detection Part 1” Activity or add a new open position.  <i>Tip:</i> For this training class, either create a specific “create position” business process or remove all the steps in a pre-existing “create position” business process leaving just the initiation step.</li> <li>Activity 3.3, p. 102</li> <li>Activity 4.1, p. 109 (depends on completing Act. 2.3)</li> </ul> </li> <li><i>Integration Core Supplemental Guide</i> <ul style="list-style-type: none"> <li>Supplemental Activity 12 – Build An EIB</li> </ul> </li> </ul>

Day #	Class Lecture	Student Tasks/Homework
<b>Day 7</b>  <b>Tue</b>	<b>Lecture on Inbound Integrations and doing Research:</b> <ul style="list-style-type: none"> <li>○ Inbound Integrations Overview: A Short Look</li> <li>○ Core Connector Organization Inbound</li> <li>○ Inbound EIB with Templates</li> <li>○ Managing &amp; Migrating Your Integrations</li> <li>○ Getting Answers</li> </ul> Q&A	<b>Student Homework:</b> <ul style="list-style-type: none"> <li>• <i>Integration Core Supplemental Guide</i> <ul style="list-style-type: none"> <li>○ Supplemental Activity 14 – Research Customer Questions on Workday’s Integration Tools</li> </ul> <b>Due on Day 9</b> </li> </ul>
<b>Day 8</b>  <b>Wed</b>	<b>Lecture on Deployments, Design Patterns, Security and Exams 2 &amp; 3:</b> <ul style="list-style-type: none"> <li>○ Final Lecture</li> <li>○ Workday Integration Deployments</li> <li>○ Workday Web Services Support Policy</li> <li>○ Common Design Patterns</li> <li>○ Scenarios</li> <li>○ Workday Security and You</li> <li>○ Exams 2 &amp; 3 Discussion</li> </ul> Q&A	<b>Student Homework:</b> <ul style="list-style-type: none"> <li>• <b>Final Exam Part 2</b> <ul style="list-style-type: none"> <li>○ Start Integration Configuration Exam Part 2</li> </ul> </li> </ul>

Day #	Class Lecture	Student Tasks/Homework
<p><b>Day 9</b></p> <p><b>Thurs</b></p>	<p><b>FINAL EXAM (Parts 2 &amp; 3)</b></p> <ul style="list-style-type: none"> <li>No Lecture</li> </ul>	<p><b>Student Tasks:</b></p> <ul style="list-style-type: none"> <li><b>Final Exam Part 1 &amp; 2</b> <ul style="list-style-type: none"> <li>Complete Integration Configuration Exams 1 &amp; 2. Record Exam 1 results in the provided Excel spreadsheet.</li> </ul> </li> <li><b>Customer Research Due</b> <ul style="list-style-type: none"> <li>Complete Customer Research Template – Supplemental Activity 14.</li> </ul> </li> <li>Send emails to the instructor when these are complete, and include the Excel spreadsheet for Exam 1 and the Customer Research Template.</li> <li><b>Final Exam Part 3 (1 hour)</b> <ul style="list-style-type: none"> <li>Complete Online Exam in the learning management system (Cornerstone LMS).</li> <li>Taken in place of the Day 9 lecture.</li> </ul> </li> <li>If you have changed the password for the 'Imcneil' account, please provide the new password to the instructor.</li> <li>Please be sure you have added your name on the Login page's "Sign-on Custom Message" field           <ul style="list-style-type: none"> <li>Navigation:               <ul style="list-style-type: none"> <li>In the search bar, enter "edit tenant setup system"</li> <li>In the field "Sign-on Custom message", please enter your name. Example: John Smith</li> </ul> </li> </ul> </li> </ul>