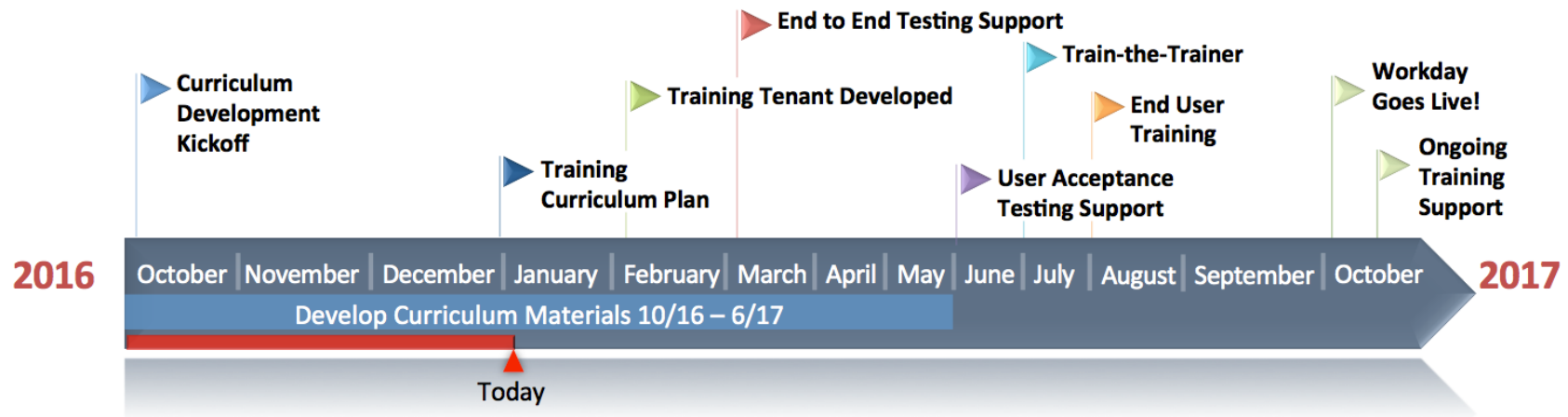


NSHE Workday Training Timeline

October 2016 to October 2017



Training is a long process that begins well before any documentation is created. At NSHE, Training activities began with an inaugural kickoff event and extend after Workday goes live in October 2017.

October 2016

Curriculum Development Kickoff: The Project guides The Training Liaison Group (TLG), made up of members from every institution, in planning training material development.

October to June 2016

Develop Curriculum Materials: Training materials including jobs aids and lectures are developed for hundreds of topics.

January 2017

Training Curriculum Plan: Identifies and groups specific training topics by audience and outlines each one's delivery method. Subject to change based on future testing feedback.

February 2017

Training Tenant Developed: A dedicated Workday tenant (or copy) offers a controlled environment where data is consistent and easily reset between training sessions.

March to May 2017

End-to-End Testing Support: Verifies the whole Workday configuration is functioning as expected without errors in data or calculations. Once verified, customized training materials can be developed.

June to August 2017

User Acceptance Testing (UAT) Support: Trainers test the effectiveness of training materials and how well Workday meets the everyday and long term needs of NSHE institutions and workers.

July 2017

Train-the-Trainer: Project Trainers train every institution's campus trainers, who will then train their communities and others as needed.

August to October 2017

End User Training: iNtegrate 2 and the institutions begin Workday training customized especially for NSHE communities.

October 2017

Workday Goes Live!: Workday is rolled out to every NSHE institution.

October 2017, and Beyond

Ongoing Training Support: Workday training continues as needed.