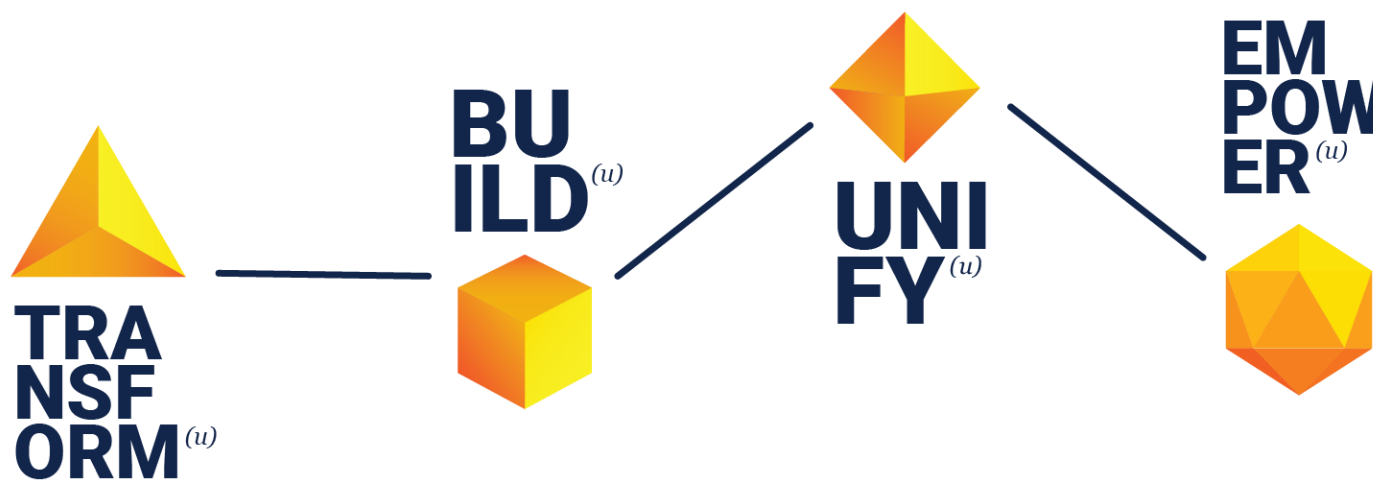


THE ENTERPRISE TRANSFORMATION | HCM

OneUSG Connect

Campus Town Hall



CREATING THE NEXT®

Today's Presenters



Kim D Harrington
Chief Human Resources
Officer



Greg Phillips
Transformation Director



Julie Harris
Director of Operations
OneUSG Shared
Services Center



Kara Tillman
Org Readiness Lead

Safe Harbor

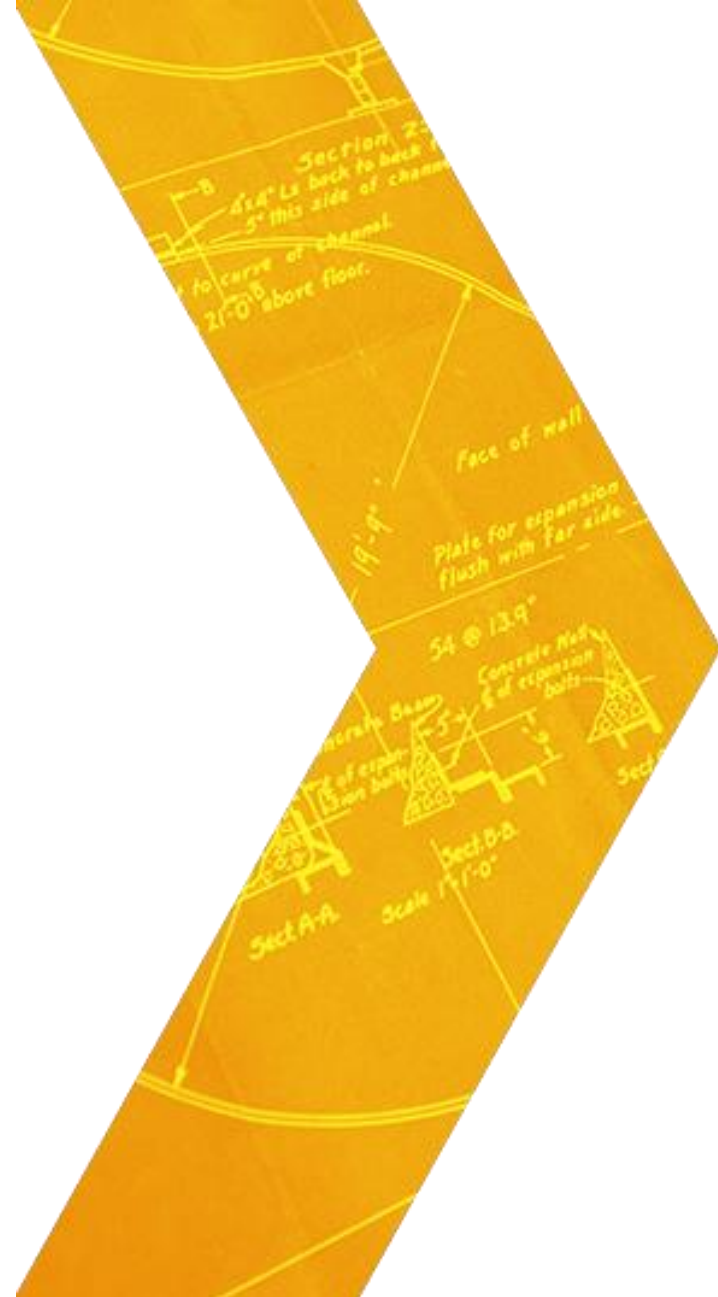
The information delivered within this presentation was published on 02/19/2020.

This information, while accurate at the time, is subject to change.

Agenda

- Welcome
- OneUSG Connect Overview
- Program Highlights
- Impact on Employees
- Impact on Managers
- Transition to Shared Services & ServiceNow
- Preparing for OneUSG Connect
- Q&A
- Closing

ONEUSG CONNECT OVERVIEW



OneUSG Connect

- OneUSG Connect goal:
Standardize all USG institutions onto a unified technology platform for all USG human resources activities
- Georgia Tech goal:
Incorporate Georgia Tech's unique requirements in a way that benefits all institutions
- Project scope and timeline are based on system-wide perspective



OneUSG Connect

Georgia Tech is preparing to transition to the technology platform all University System of Georgia (USG) institutions will use to manage Human Resource activities:

- Timekeeping*
- Leave Management*
- Payroll & Compensation
- Benefits
- Personal Information
 - Name, address, phone, etc.
- Recruiting, Hiring & Onboarding

*GTRI will continue to use eTime

MARCH 2020						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

Transformation at Georgia Tech

- The transition to OneUSG Connect is more than just a system change; it's a transformation in the way that we do business at Georgia Tech
- This will include streamlining and updating our business processes as well as making changes to some of our policies and roles

Employees

View and update
personal information

Submit time and
leave requests

Link to review
benefits

Managers

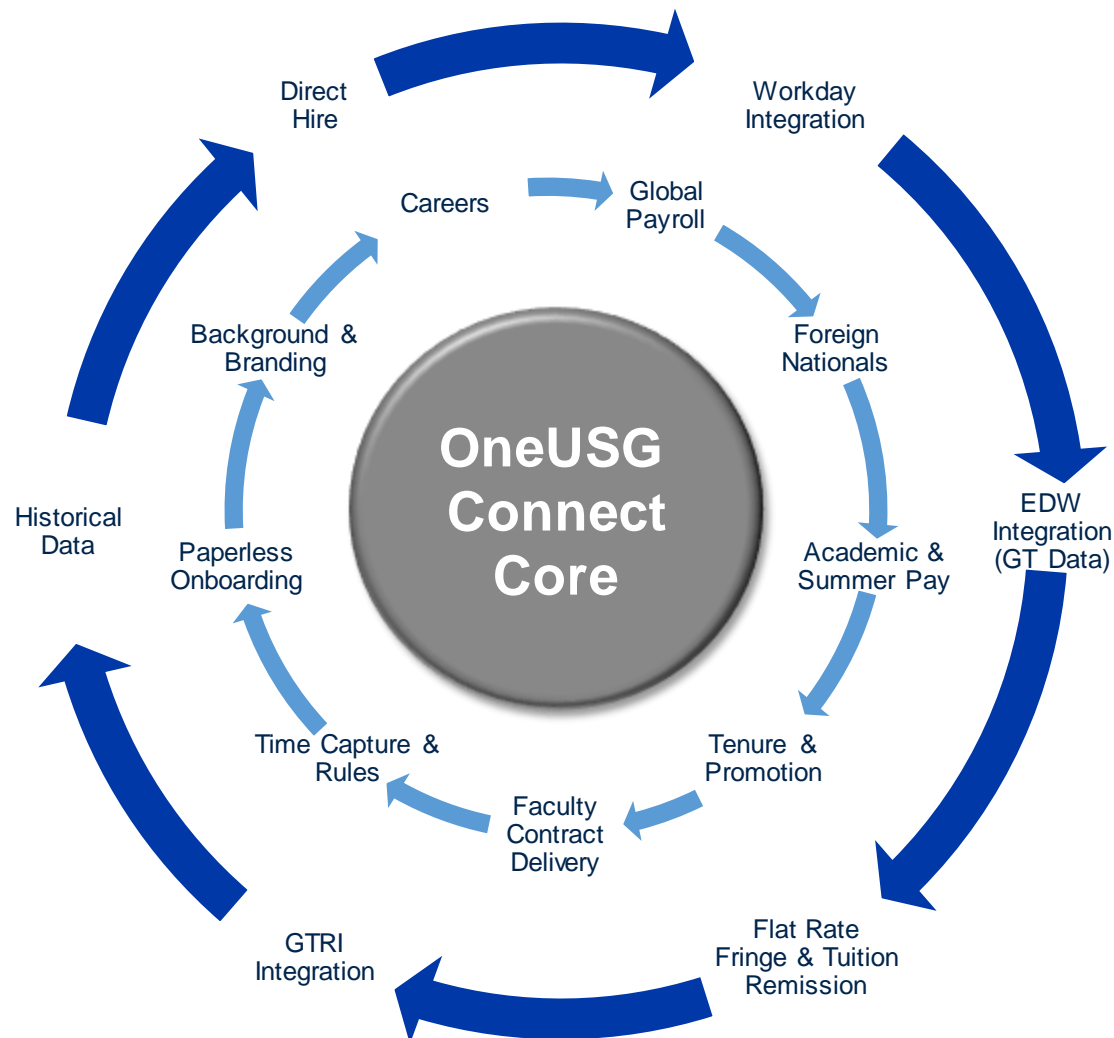
Approve time and
absence requests

Initiate employee
actions

HR & Faculty Affairs

Responsible for
complete and
compliant
transactions

Integrating with OneUSG Connect



Shared R1 Requirements

Georgia Tech Requirements

Scope

OneUSG CONNECT MODULES



Careers



Benefits



Self-Service



Global



Time & Labor /
Absence Management



Workforce
Administration



Payroll



Commitment
Accounting



Faculty Events



Time Clocks

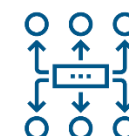
ADDITIONAL CHANGES



System Approvals



Security Changes



Business Process
Changes



Policy Updates



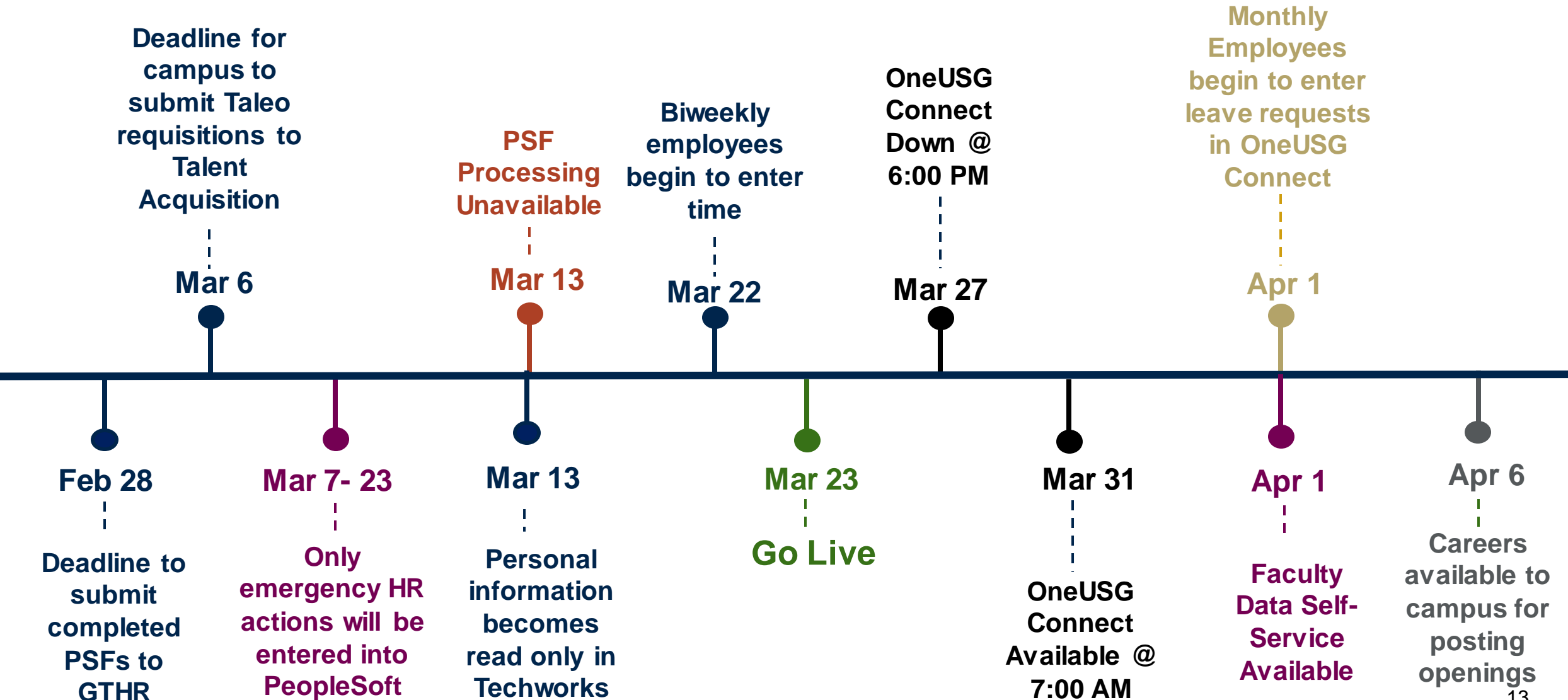
Shared Services for
Tier 1 Support

Continuous Improvement

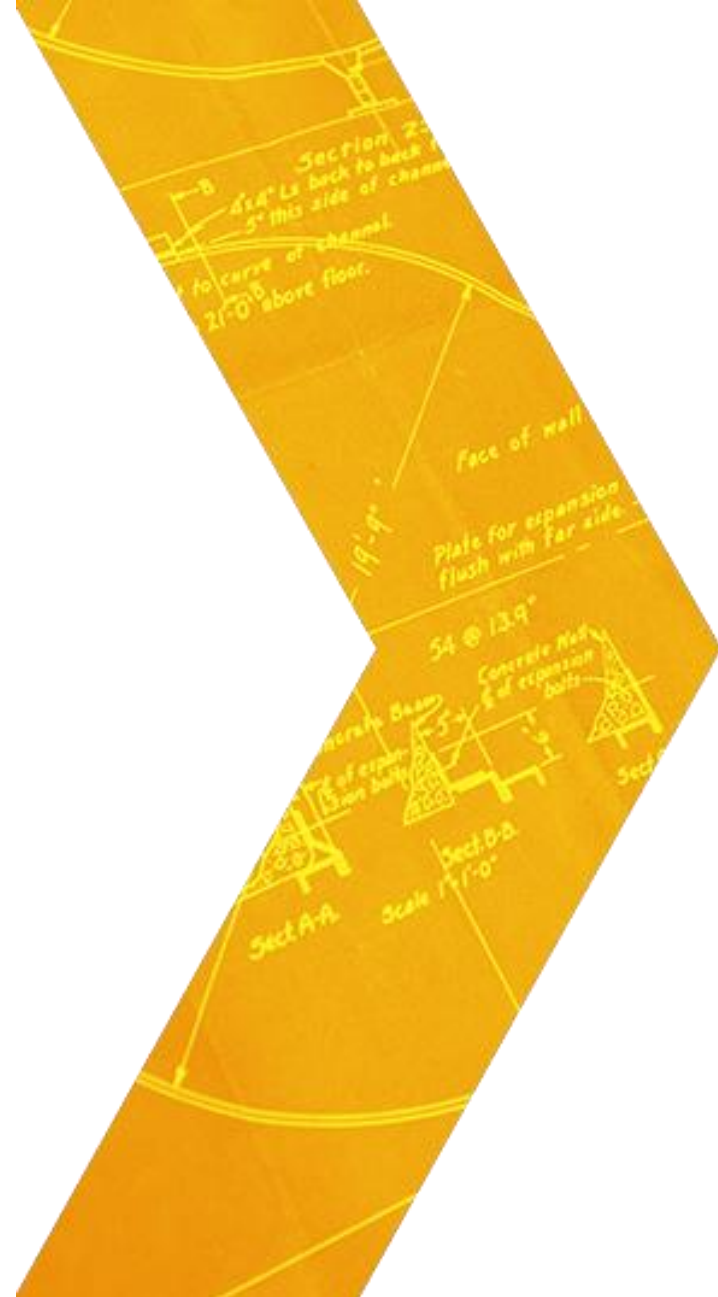
OneUSG Connect will continue to develop and deploy new functionality after Georgia Tech's go-live.



Key Dates



ONEUSG CONNECT HIGHLIGHTS



Key Changes

- **New Timekeeping System** – With the exception of GTRI, all faculty, staff, and student employees are moving to OneUSG Connect for timekeeping
 - Kronos time clocks will be replaced with Kaba clocks
- **Commitment Accounting** – Instead of funding at the employee level, funding is done at the position level
- **Payroll** – Processed by the Shared Services Center (SSC), with new strictly enforced deadlines
- **Careers** – New Applicant Tracking System which will be rolled out in phases
- **Faculty Data Self-Service** – Faculty can view rank and tenure data, degree information and certifications in one place
- **Manager Self-Service** – Provides tools to better view and manage team

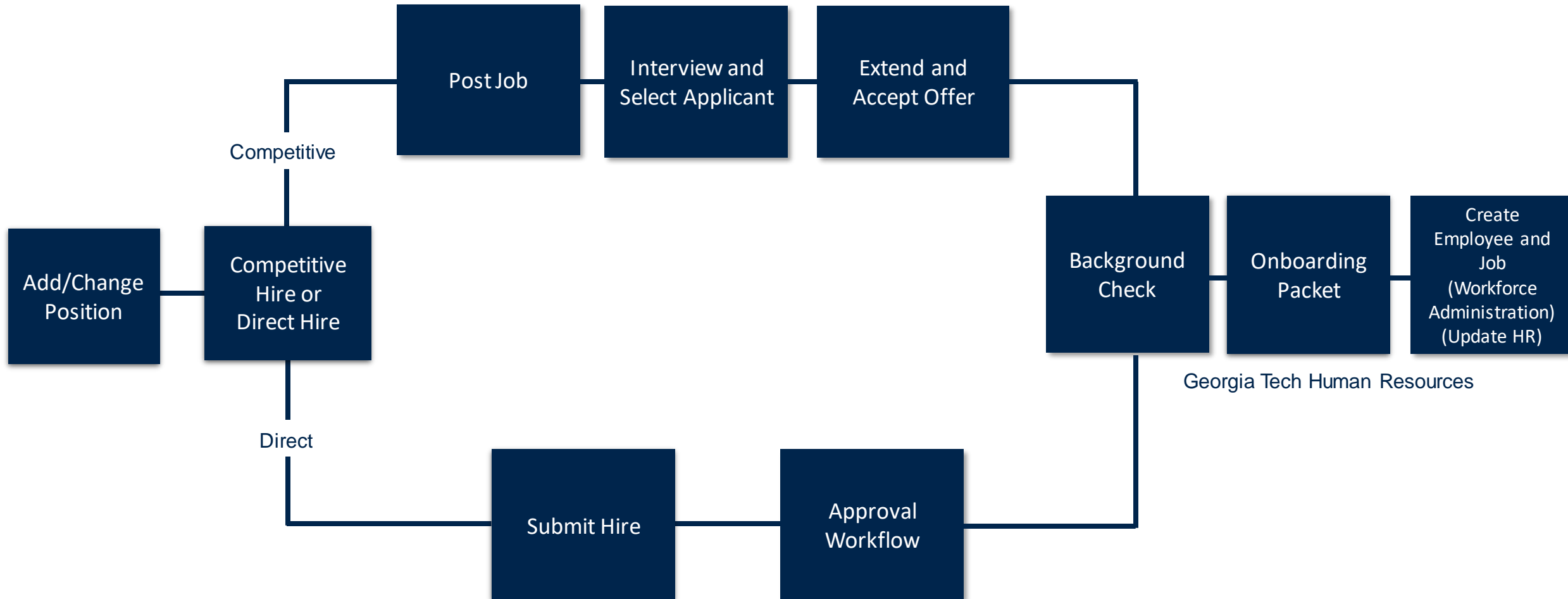
Time and Absence Management

With OneUSG Connect*:

- All Benefit eligible employees will request absences through Employee Self-Service (ESS)
- Monthly employees only report time not worked (exception hours)
- Biweekly employees report their time during a biweekly pay period through one of three ways
 1. Kaba Time Clock (Replaces Kronos)
 2. Web Clock (Employee Self-Service)
 3. Electronic Timesheet (Employee Self-Service)
- Managers must approve their employees' timecards by the deadlines
- Delegation is a function that will be available when managers are out on leave (limited term assignment)

*With the exception of GTRI

Recruitment & Hiring Lifecycle



Phased Implementations

Candidates selected via Careers will flow into Manage Hires, and then into Workforce Administration

Position Type	Implementation		
	Phase 1 - Spring 2020	Phase 2 – Summer 2020	Phase 3 - January 2021
Staff (all)	Careers		
Tech Temps (all)	Careers		
Faculty (full-time) (non-GTRI)	Direct Hire	Careers	
GTRI (research faculty & students)	Direct Hire		Careers
Federal Work-Study	Direct Hire		Careers
Competitive student (e.g., CRC)	Direct Hire		Careers
Noncompetitive student (e.g., GRA)	Direct Hire		
Part-time & limited term faculty	Direct Hire		
Rehired Retirees (RBW)	Direct Hire		
Affiliates	Direct Hire		

Electronic Onboarding

WELCOME TO YOUR EMPLOYMENT CENTER!

How To Complete Your Onboarding Packet

You have been extended a conditional job offer. To complete the hiring process with you must complete all the documents listed in your new hire packet. The documents can be completed in any order, and if you need to leave the Employment Center before you have completed all the documents, the Employment Center will remember which documents you have completed. When you return, you can begin with the next document in the list. At any time you can review all required documents under the Summary tab.

7 Forms to Complete

Personal Info - Amy's

Direct Deposit - Amy

EEO - Amy's

503 Form - amy

amy- agreement tempated

iW4 - amy

Old Style Document pdf

GET STARTED »

CREATING THE NEXT®

Reporting

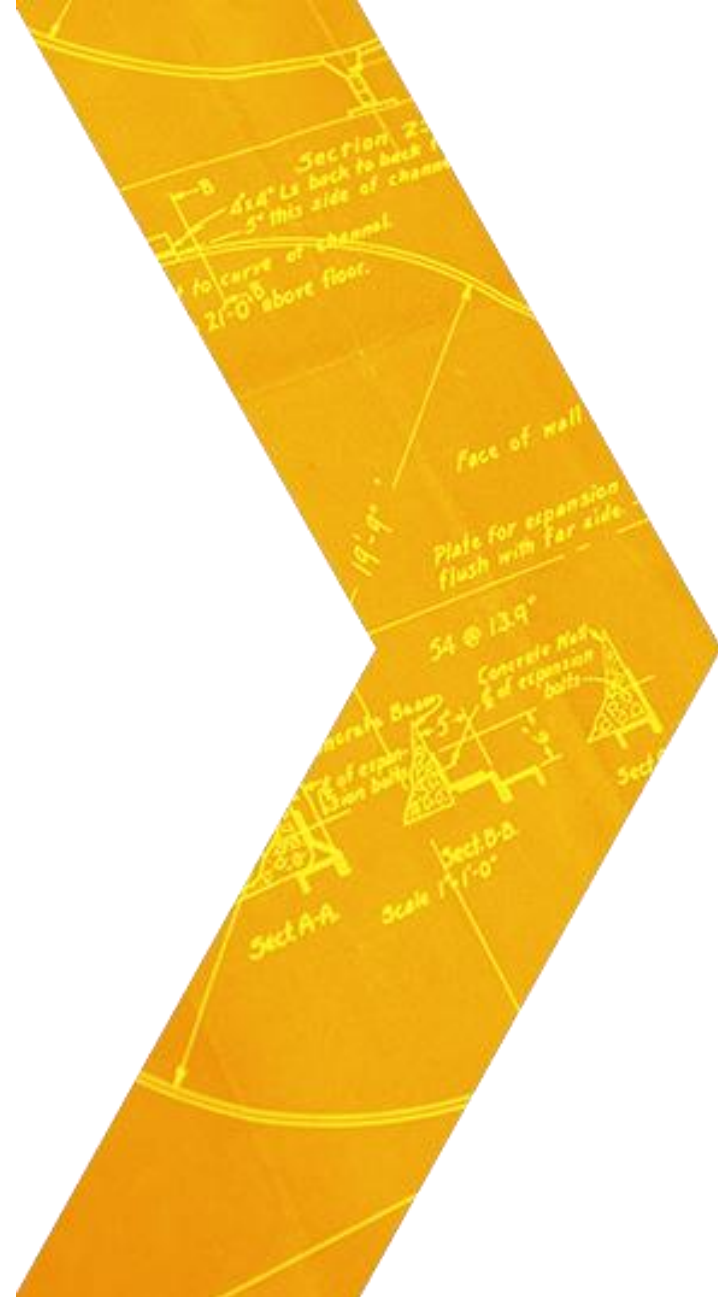
OneUSG Connect Reports

- Traditionally limited to queries/reports that require *real time* access to data
- Examples:
 - Workflow Status
 - Where is my transaction?
 - Approval Status
 - Time, Absence and Self Service
 - Payroll Registers
 - Validation Reports
 - Invalid Funding
 - Payroll Error Reports

GT Enterprise Data Warehouse Reports

- Queries/reports that
 - Can be run from one day old data
 - Require Custom Formatting and Logic
 - Batch Intensive
- Examples:
 - Departmental Reports
 - Institution Specific Listings
 - Reconciliations / Progressions
 - Compliance Reporting

ONEUSG CONNECT IMPACT ON EMPLOYEES



My Profile

GT ID

GT User ID

GT Employee ID

Email

My Personal Information

Name

Home Address

Home Phone

GT Mail Drop

GT Location

Personal Information Home

My Time & Leave

Sick Balance Hours

Vacation Balance Hours

Access TimeOut

Time Reporting Home

My Payroll & Compensation

Discounted passes for MARTA,
Xpress, CobbLinc and
Gwinnett County Transit
are available
for faculty and staff!



Sign up for payroll deduction via
Techworks by the 4th of the month for
next month's pass. You will be issued a
Breeze card that's automatically
renewed each month!

LEARN MORE

Applications and Resources



Employment
Opportunities



Benefits



Travel & Expense
Reimbursement



Concur Travel Booking &
PCard Management



Electronic Workload
Assignment Form
(eWAF)



TimeOut



Time Reporting



Perks & Programs



News and Announcements

[Money Monday: Organize, Plan and Own Your Future](#)

[Strategic Plan: All Campus Visioning Session](#)

[Employees Can Donate Sick Leave](#)

[Registration Now Open for the Third Annual Georgia Tech Organizational Effectiveness Conference](#)



Quick Links

[Policy Library](#)

[Training](#)

[Holidays](#)



CHANGE IS ON THE HORIZON

Georgia Tech is moving to a new HR platform... OneUSG Connect
Spring 2020!

Learn more at transformation.gatech.edu



[LEARN MORE](#)



Applications and Resources



OneUSG Connect



Legacy Pay & W-2



Services & Support



BuzzCard



GLACIER



iStart



Perks & Programs



Learning & Professional
Development

Impact on Employees

With OneUSG Connect, employees will click on the new OneUSG Connect icon to access Employee Self-Service (ESS):

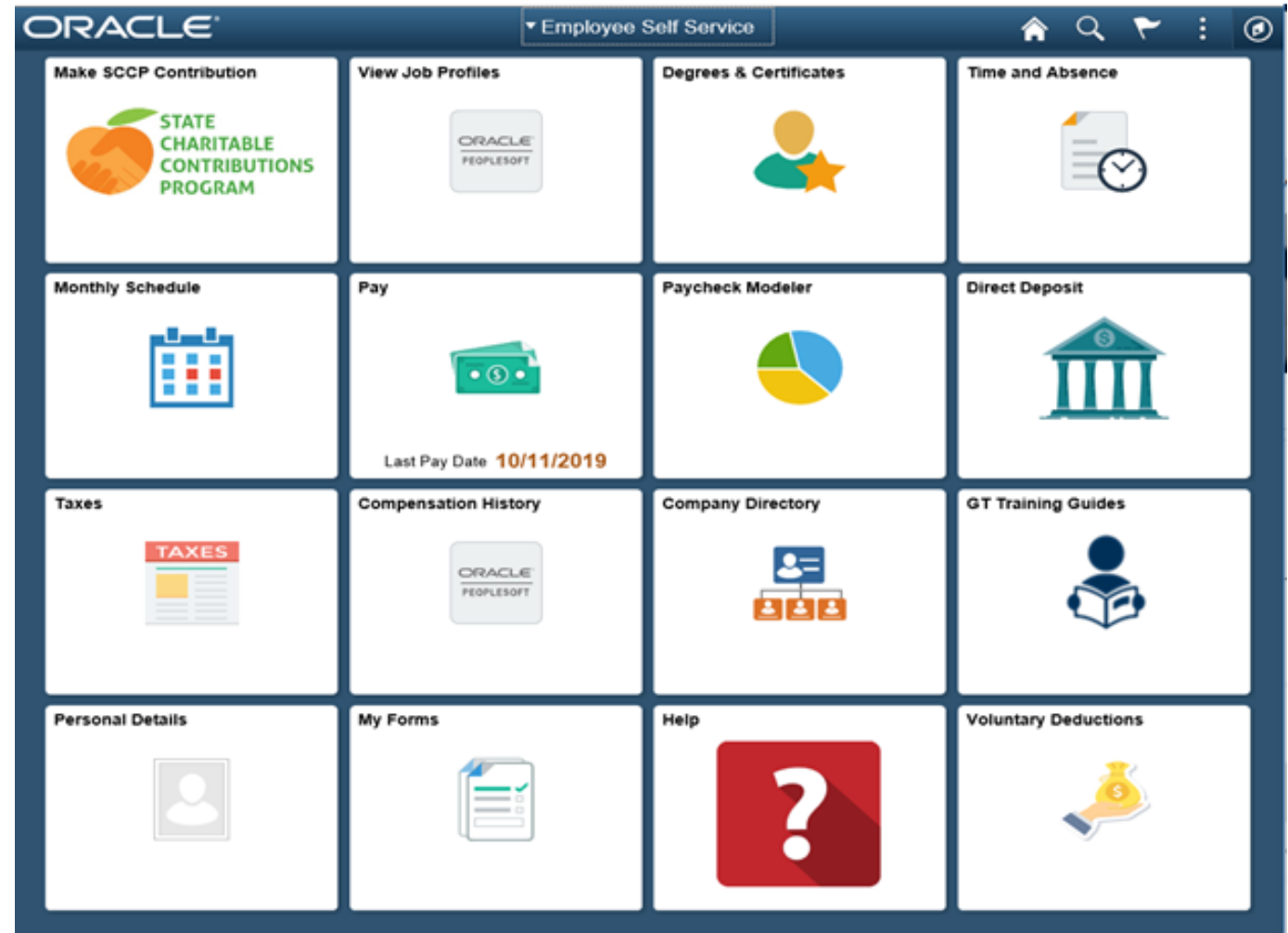
- Report time & request leave*
- View and maintain data
- Personal Information
- Payroll & Compensation Data**
- Benefits Information
- Search and apply for jobs
- Complete new hire packets
- View an online directory

*GTRI will continue to report time through eTime

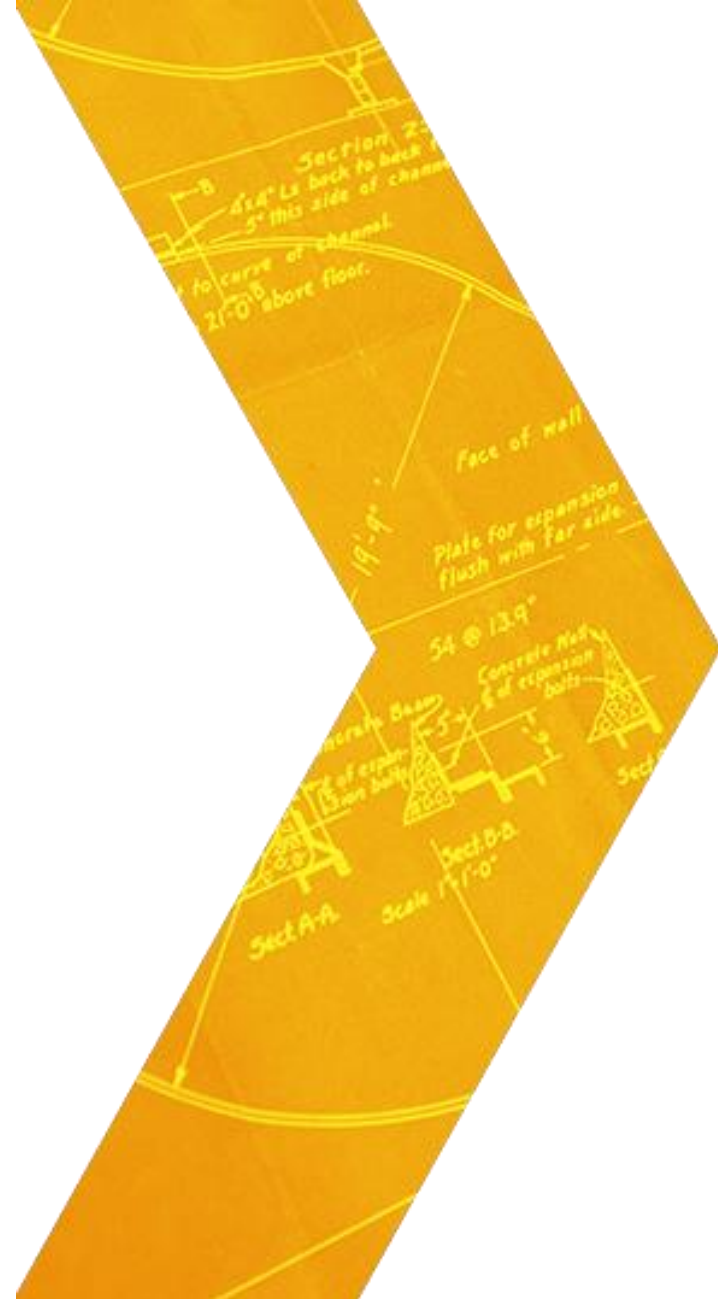
**Historical pay and W-2 information will be available by clicking on the new Legacy Pay & W-2 icon

Impact on Employees

Employee Self-Service (ESS) has a tile-based interface, allowing employees to easily access all of their HR related needs.



ONEUSG CONNECT IMPACT ON MANAGERS



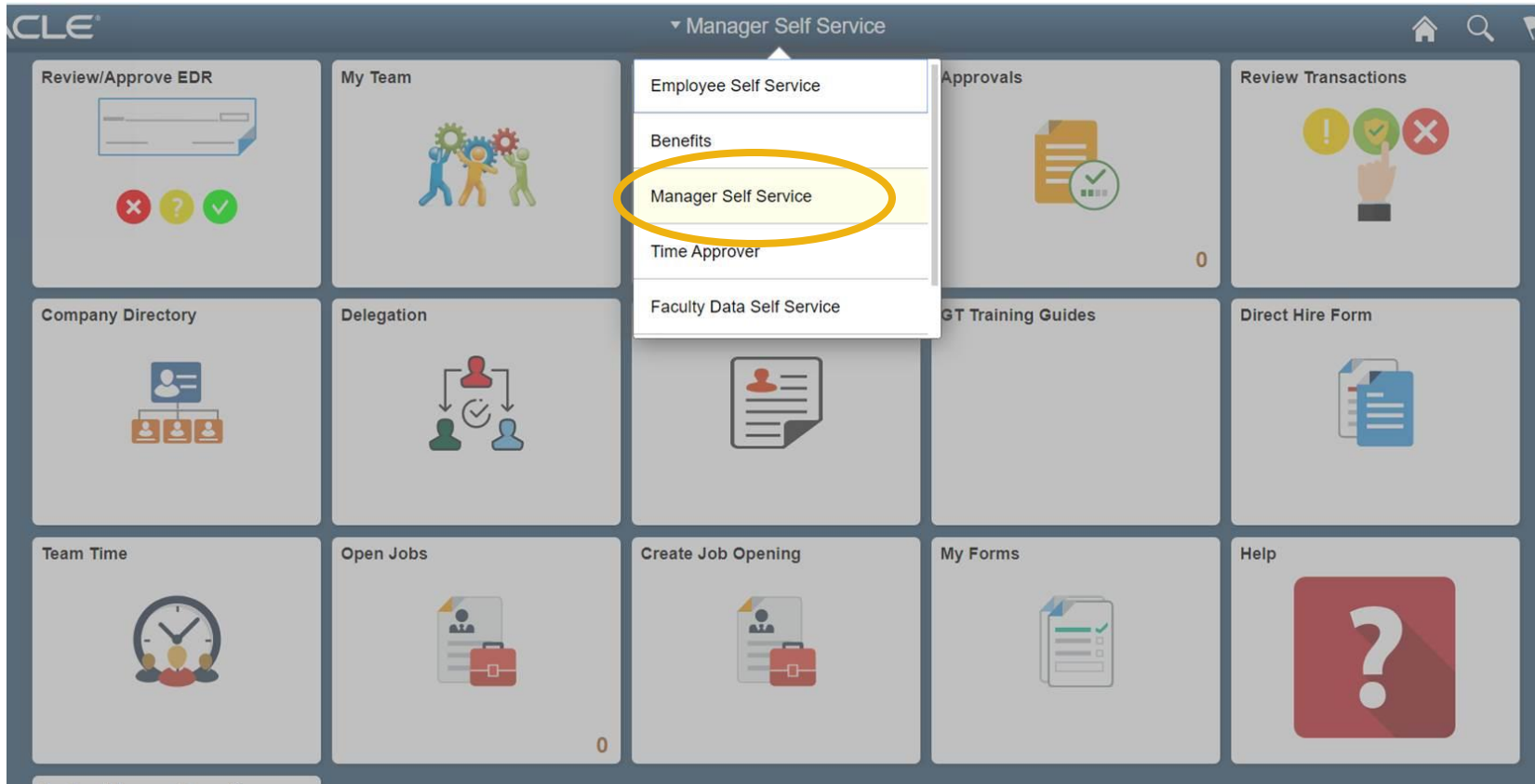
Impact on Managers

- Anyone with one or more direct reports is a manager in OneUSG Connect and will have access to Manager Self-Service (MSS)
- Through MSS a manager can see their direct reports and data specific to those employees:
 - Compensation and leave balances and personal information (email, phone numbers, emergency contact)
 - Excludes personally identifiable information such as Social Security numbers and gender
- MSS also allows managers to:
 - Approve time reports and absence requests for their own direct reports
 - Manage Time and Absence Approvers
 - Initiate transactions for their direct reports or positions that report to them
(excludes express direct retro (EDR) and Summer Pay workflow transactions)

Impact on Managers

If you are a Manager (someone with direct reports) it is expected that you perform transactions, and approve time, for your direct reports unless it is inappropriate (e.g., you do not actually see your direct reports such that you could verify their time, you have a large number of direct reports, you have a chief of staff who does this for you) for you to do so.

Manager Self-Service Navigation

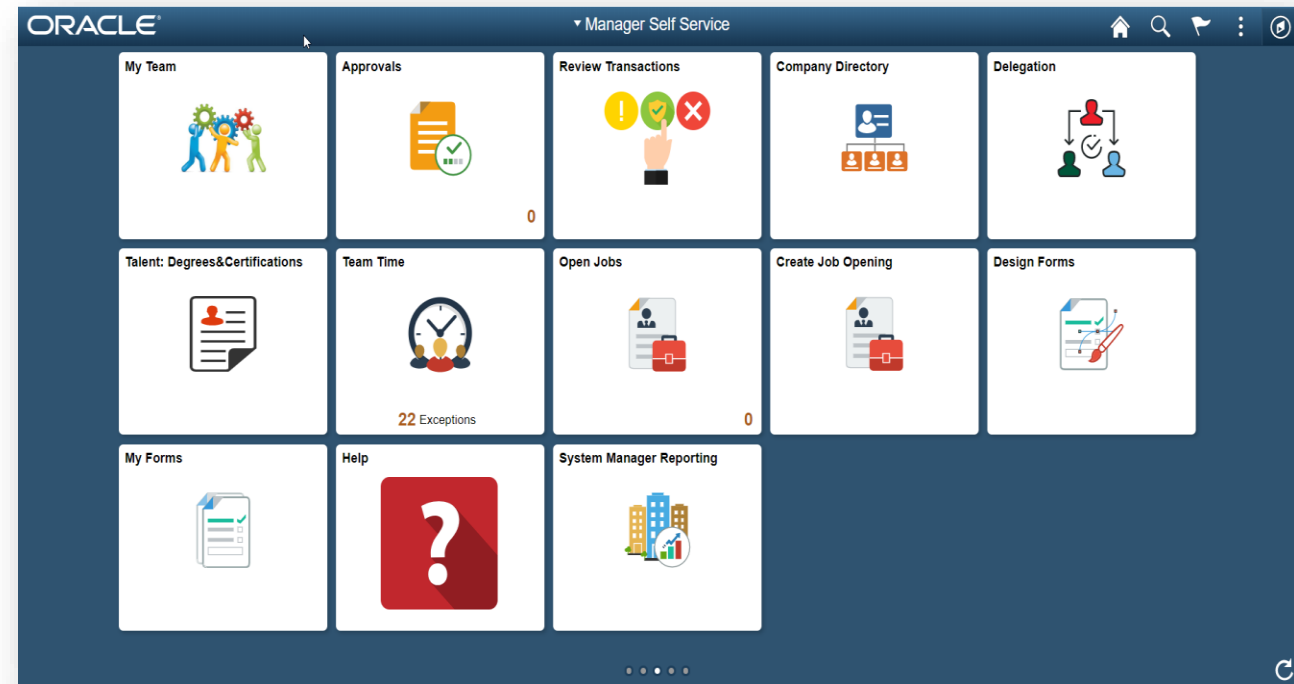


Managers will navigate using the Home Page and then selecting Manager Self-Service from the drop-down.

TechWorks Navigation

With OneUSG Connect, managers will have access to Manager Self-Service to:

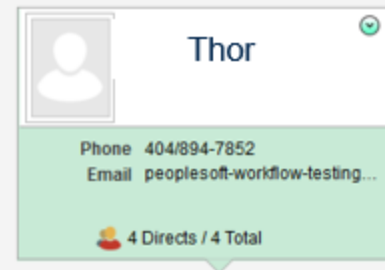
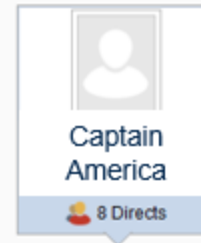
- View and manage positions
- Initiate, review and approve transactions for direct reports
- Recruit, hire, and onboard candidates
- Utilize Commitment Accounting functions (e.g., salary allocations and distributions)
- View organizational chart
- GTRI managers will continue to view/approve time through eTime



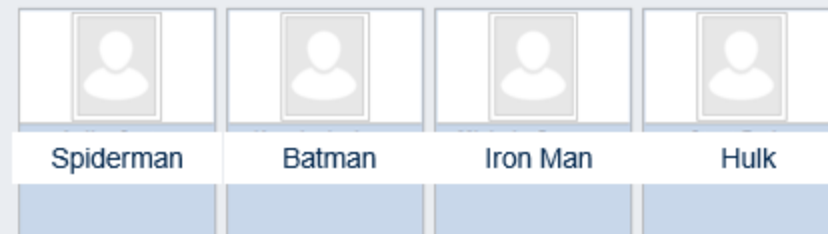
My Team View

Organization Chart

Managers can select the My Team tile on the Home Page which allows them to see direct reports.

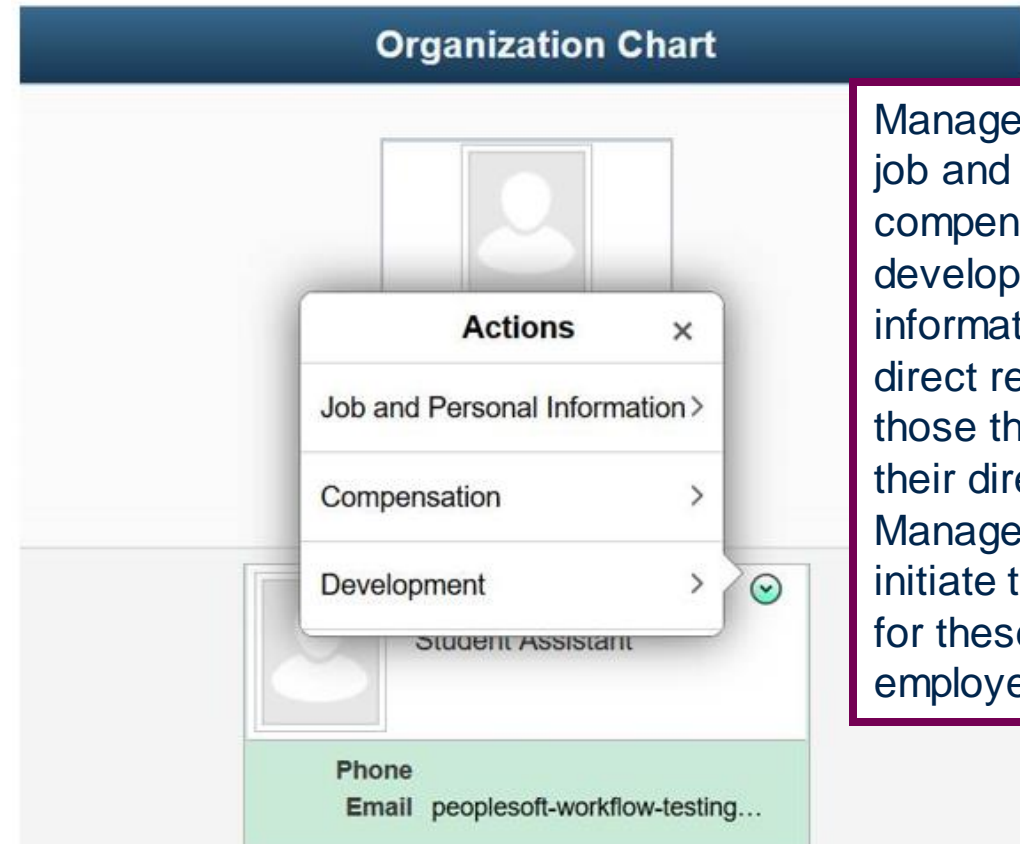
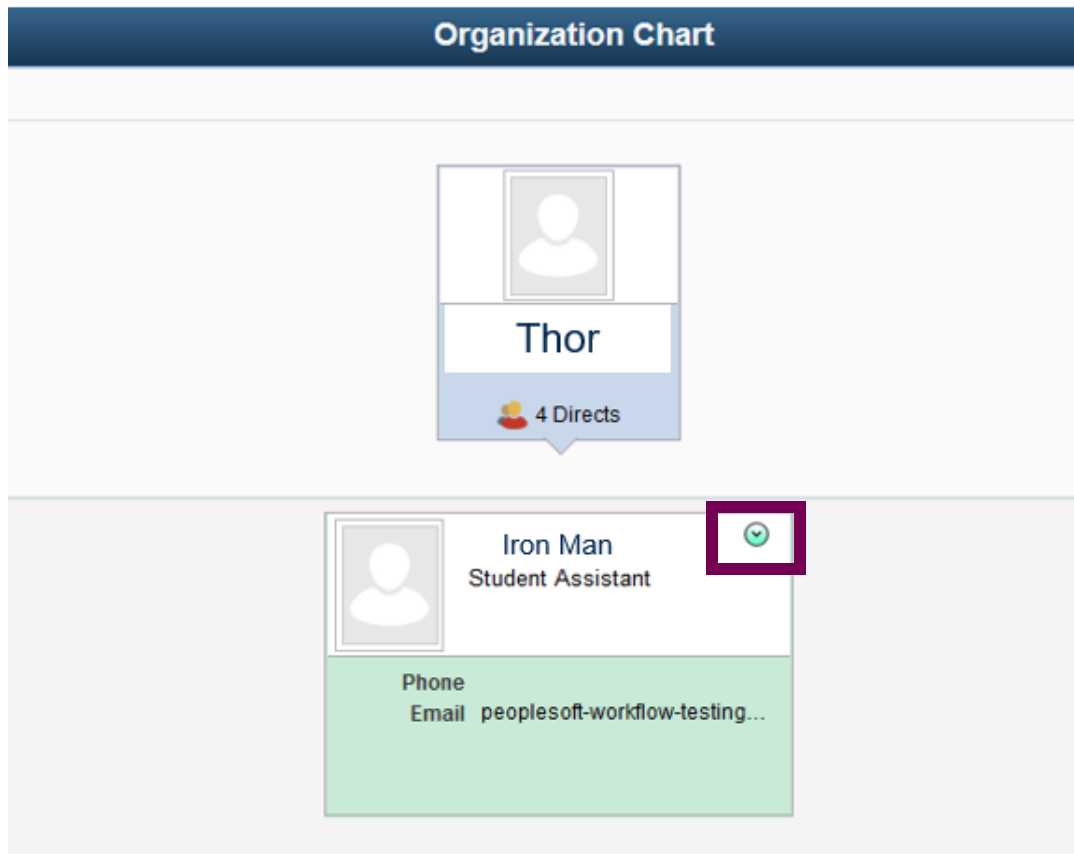


Managers can see not only their direct reports but also those that report to their direct reports.



My Team View

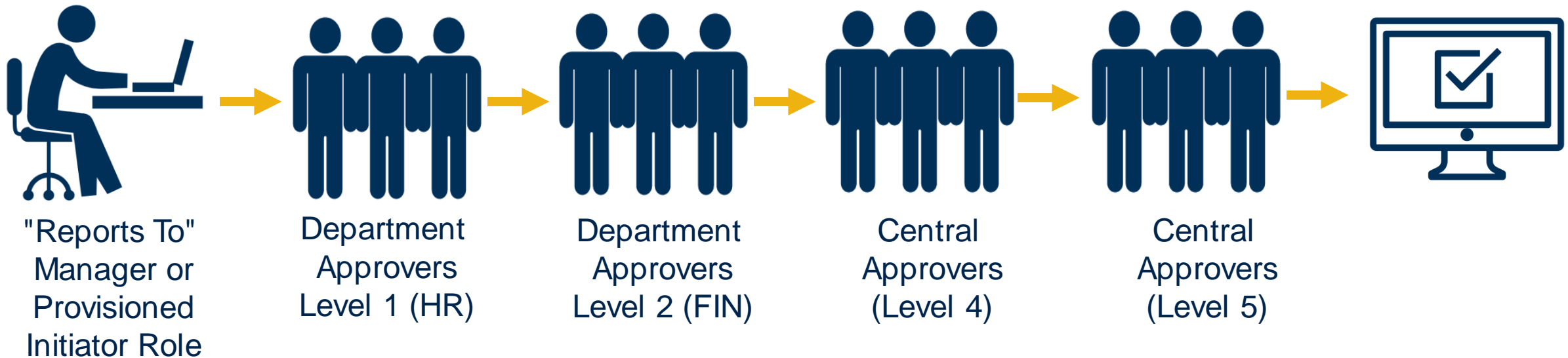
With an integrated system and team tile it is much easier to access information about your employees and take actions without having to look up numbers and fill in a lot of information



Managers can see job and personal, compensation, and development information for direct reports and those that report to their direct reports. Managers can also initiate transactions for these employees.

MSS Approvals Overview

- Once a request is submitted, it will be routed for review and approval
- Employees who are not managers can be assigned the MSS Provisioned Initiator role in order to act on behalf of managers
 - This assignment is subject to leadership approval



ONEUSG CONNECT TRANSITION TO SHARED SERVICES & SERVICENOW

GTHR Support & Services

- GTHR will continue to support everyone at Georgia Tech
- **Beginning March 23**, for anyone who walks into or calls GTHR, a member of our team will guide you through the OneUSG Connect system
- Utilize GTHR lobby computers and iPads



GTHR Email Transition

- With the launch of OneUSG Connect, some HR emails you may be familiar with will transition
- Instead of emailing one of our .ask email addresses, you will be guided to the **services.gatech.edu** portal
- In the portal, you will either create a ticket for personalized assistance or find a relevant knowledge article

GTHR Email Transition

Will Retire March 22

hr.ask@ohr.gatech.edu
 affiliates@ohr.gatech.edu
 benefits@ohr.gatech.edu
 copyright-enforcement@ohr.gatech.edu
 csc@ohr.gatech.edu
 disability@ohr.gatech.edu
 globalmobility@ohr.gatech.edu
 hcm.ask@ohr.gatech.edu
 hrip.ask@ohr.gatech.edu
 immigration@ohr.gatech.edu

leaveofabsence@ohr.gatech.edu
 nonresidenttax@ohr.gatech.edu
 nra.ask@ohr.gatech.edu
 ohr@gatech.edu
 pay.ask@ohr.gatech.edu
 retirement@ohr.gatech.edu
 silverjackets@gatech.edu
 time.ask@ohr.gatech.edu
 timeout.ask@ohr.gatech.edu
 timeout.prod@ohr.gatech.edu
 timeout.test@ohr.gatech.edu

Auto-Response Email

Auto-Message #1

Thank you for contacting Georgia Tech Human Resources. We will respond to your inquiry within two business days.

New Service Announcement

Please Note: Beginning March 23, 2020, you will no longer be able to submit an inquiry through this email.

As part of the OneUSG Connect initiative, and in effort to better serve you, we are transitioning to a centralized tracking system called ServiceNow. Starting March 23, inquiries you typically send to this email address should be submitted through the new system.

In the weeks to come, we will share more details on how to submit requests through the new GTHR portal on services.gatech.edu.

Visit the Georgia Tech Service Portal at services.gatech.edu to:

- **Access** knowledge materials,
- **Submit** requests, and
- **Report** incidents directly.

Thank you and we look forward to working with you.

- Georgia Tech Human Resources

*Learn more about this tool with [ServiceNow Training Videos](#)."

Auto-Message #2

Submit Your Inquiry via services.gatech.edu

Thank you for contacting Georgia Tech Human Resources.

Unfortunately, this e-mail address is no longer in use. Please forward your Georgia Tech Human Resources inquiry through services.gatech.edu. Once you submit your inquiry through the new ticketing system, your email will then be responded to within one business day.

You may also find answers to your questions by visiting the Georgia Tech Service Portal at services.gatech.edu and selecting the word "Knowledge" in the menu.

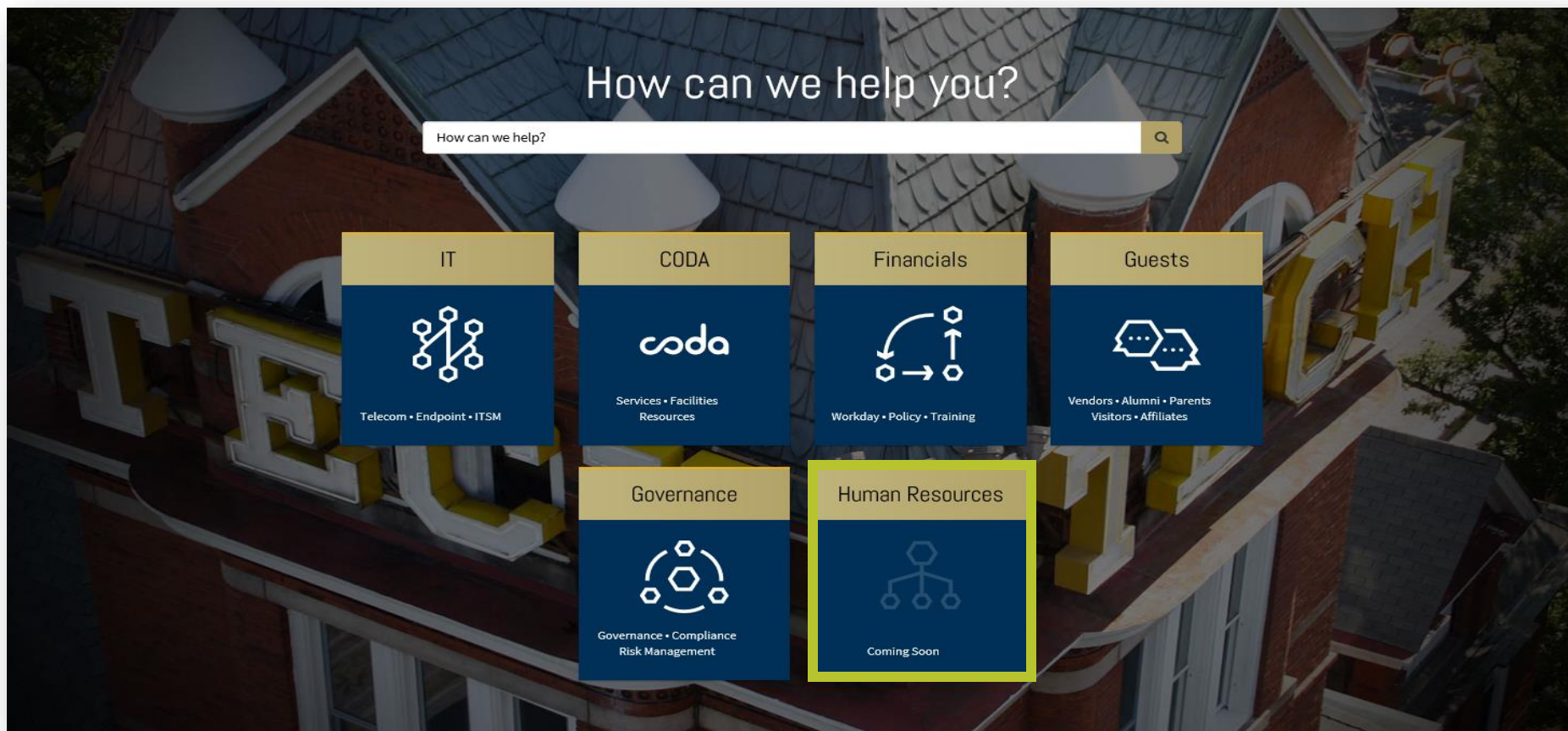
Visit services.gatech.edu to:

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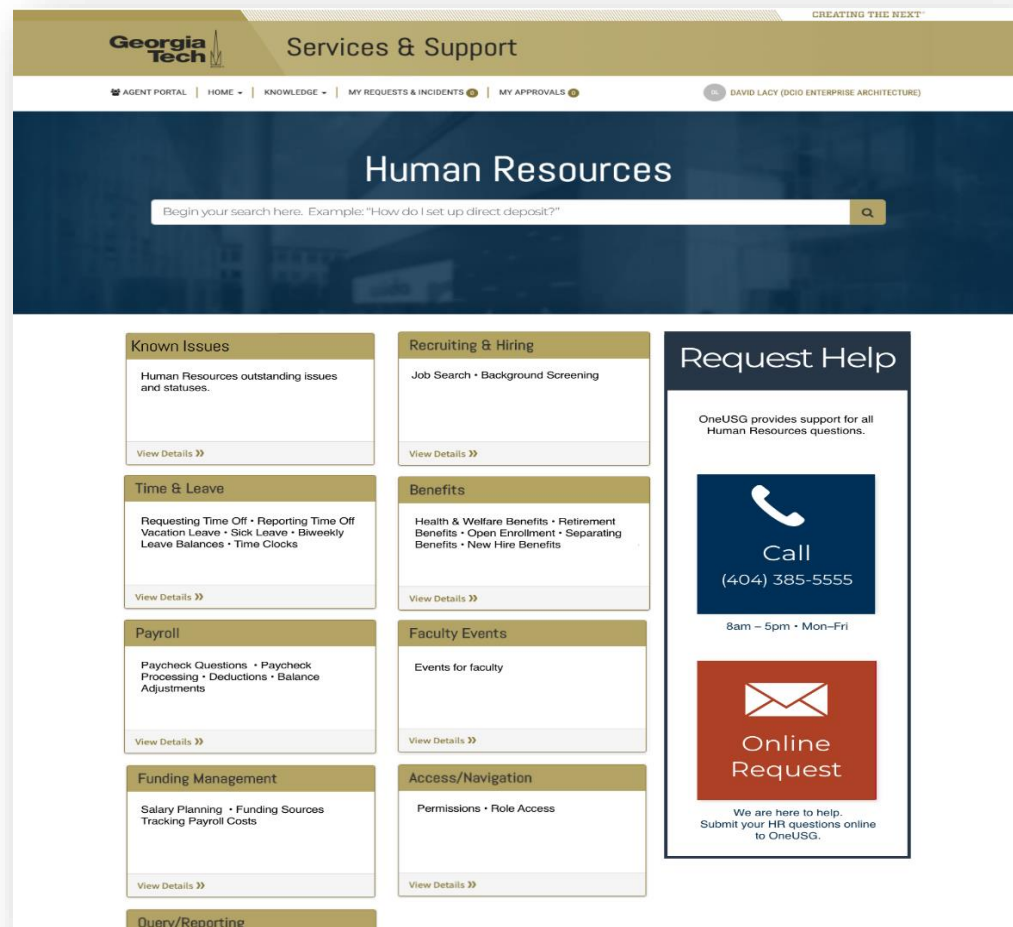
- Georgia Tech Human Resources

Service Portal



services.gatech.edu

Support & Assistance



How to get help?

- Access job aids, FAQs, known issues, etc.
- Call Us for Assistance
- Request Help

What can you expect once an inquiry is submitted?

- Visibility into incidents and requests
- Updates via services.gatech.edu portal and email

USG Shared Services

- The **Shared Services Center (SSC)** in Sandersville, GA supports all USG institutions, and will be the first point of contact for support.
 - Georgia Tech resources will work in collaboration with the SSC to provide additional support for our campus community
 - Examples include:
 - Why is this amount coming out of my paycheck?
 - Why am I getting this OneUSG Connect system error?
- The **SSC will run payroll for all USG institutions**
 - Georgia Tech's Payroll team will have a different role in managing the payroll process
 - As part of the move to OneUSG Connect, Georgia Tech must adhere to USG payroll schedules and deadlines

OneUSG Connect Support / SSC

Current OneUSG Connect Customer Base



94,000 Active
Employees*

1,600
HR/Payroll
Practitioners



41,000
Benefitted
Employees

17,000 Retirees



** Includes Non-Paid
Affiliates*

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OneUSG Connect Core Services



2019 Service Desk Metrics

No. of Inquiries

72,274

In 2019, over 72K tickets were received and logged into our case management system

Tier 1 Resolution

43%



Our Tier 1 Service Desk Professionals provided resolution for 43% of the total inquiries/tickets received

2019 Operational Metrics

Total Payroll Payments

1.3 Million

All USG Institutions – W-2s *

104,240 W-2s



Total Wages Processed

\$2.9 Billion | Gross

\$1.9 Billion | Net



* Excluding Georgia Tech

CREATING THE NEXT®

Common Go Live Issues

- Manager
 - Can't See Employee in Time and Labor
 - Employees Missing in the Org Chart
- Employee
 - Single Sign-On Error
 - Wrong Manager in the Org Chart
 - Wrong Time Entry Method
 - Benefits Related Issue
- Practitioner
 - Role-Based Access



OneUSG Connect Support Team

~14 full time Tier 1 Representatives

- Additional temporary employees hired for cohort implementations and other expected volume spikes

~40 full time Tier 2 Representatives

- Subset of Tier 2 employees trained in Tier 1 inquiries for backfill/unexpected spikes in volume

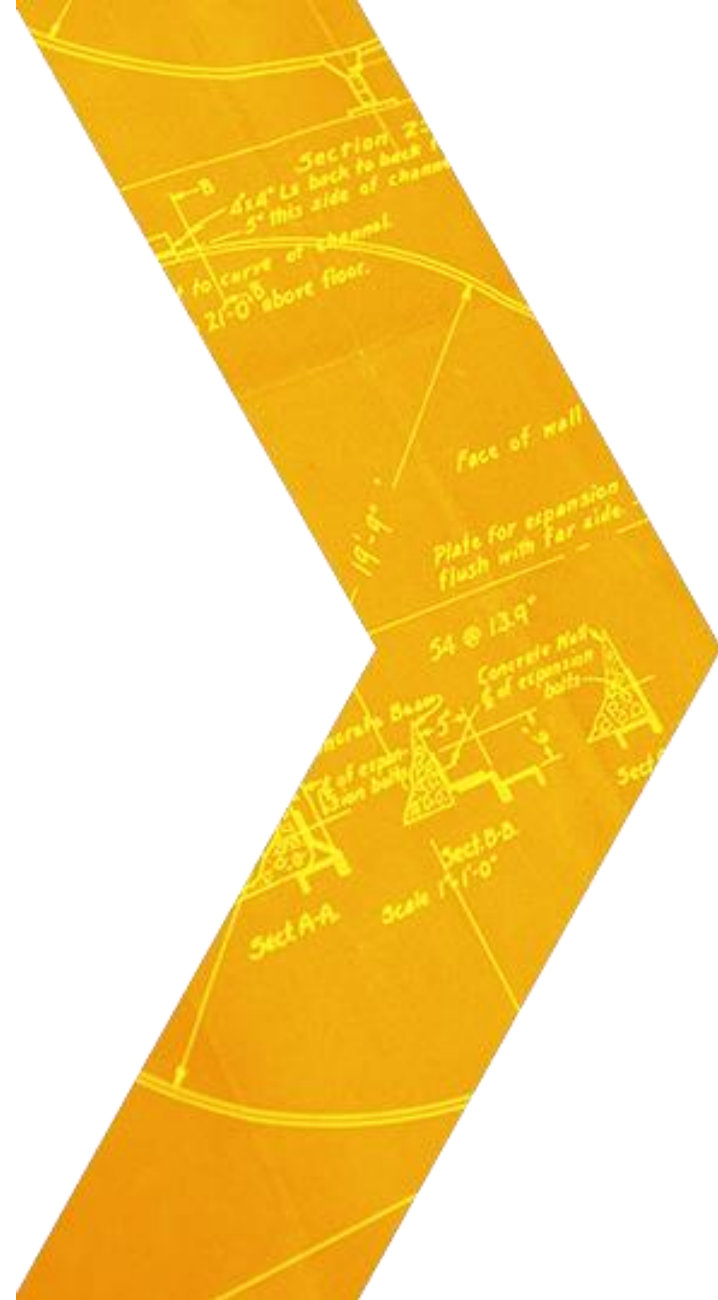


OneUSG Connect Go Live Support

- Extended Hours
- Dedicated Subject Matter Experts
- Co-located Support
- Command Center



PREPARING FOR ONEUSG CONNECT



Preparing for OneUSG Connect



Change Agents

OneUSG Connect - Change Agent Network

Aligning Georgia Tech's HR processes to the OneUSG Connect technology solution.

Change Agents are Here to Help!

Change Agents are part of a Cross-functional network of people who help to facilitate two-way communication, influence positive change, and collaborate with peers to share ideas. They are an extension of the Organizational Readiness team and assist with getting the campus ready for the move to OneUSG Connect.



Change Agent Network Team

Search Change Agent by Name

Search by Department/Unit

Apply

Name	Department	Acronym	Email Address
Carla Zachery	Engineered Biosystems Building	EBB	carla.zachery@ebb.gatech.edu
Tamecia Wright	Aerospace Engineering	Aerospace Engineering	tamecia.wright@aerospace.gatech.edu
Easter Worden	Student Life	Student Life	easter.worden@ohr.gatech.edu
Terrance Wooten	Georgia Tech Office of Development	Development	terrance.wooten@dev.gatech.edu
Lorie Wooten	College of Design	COD	lorie.wooten@design.gatech.edu

Website Resources

Georgia Tech

Home Programs Training Resources About CONTACT US

News and Events

EVENTS

FEB 19 OneUSG Connect Townhall
Town Halls are open to all faculty, staff, and employees who want to learn more about the transition to OneUSG Connect.

FEB 19 Workday Approval Roles Webinar
Register today for the Workday Approval Roles Webinar

Georgia Tech

The Enterprise Transformation

Home Programs Training Resources About CONTACT US NEWS & EVENTS

OneUSG Connect Resources

Access a variety of content and media to learn more about the HCM Transformation to OneUSG Connect.

OneUSG Connect Internal Resources
Recordings from info sessions, webinars, presentation slides, and other internal resources.
[View Documents](#)

OneUSG Connect Glossary
View a glossary of program terminology.
[View OneUSG Connect Glossary](#)

Videos
Short, easily consumable video clips that explain OneUSG Connect concepts.
[OneUSG Connect - Spring 2020](#) [What is HCM?](#) [What is Change Management?](#)

Georgia Tech

OneUSG Connect Employee Self-Service (ESS)

What is Employee Self-Service?

Employee Self-Service (ESS) is an easy-to-use online tool all employees will use within OneUSG Connect. All employees can access Employee Self-Service from their computer or mobile device securely with their established log-on credentials and password to:

- Submit Timesheets
- Request Absences
- View paychecks
- Update direct deposit information
- Review and change personal information
- View and interact with a company directory and org chart
- Update tax withholdings
- Update education credentials
- Accept, manage and decline Delegation Requests from others in your organization who need assistance performing time and absence tasks when they are out of the office

How does Employee Self-Service Work?

OneUSG Connect changes are submitted online, instead of on paper, and approvals and information are automatically routed to the appropriate person. OneUSG Connect uses workflow to move transactions from the employee, to the approving manager and beyond.

How will I access Employee Self-Service?

Once OneUSG Connect is implemented for your institution, all employees will access the application with a link provided to go live with secure credentials.

What if I need help?
Contact OneUSG Connect Support at 1-877-251-2544 or email esssupport@sec.usg.edu for assistance.

Visit us at transformation.gatech.edu

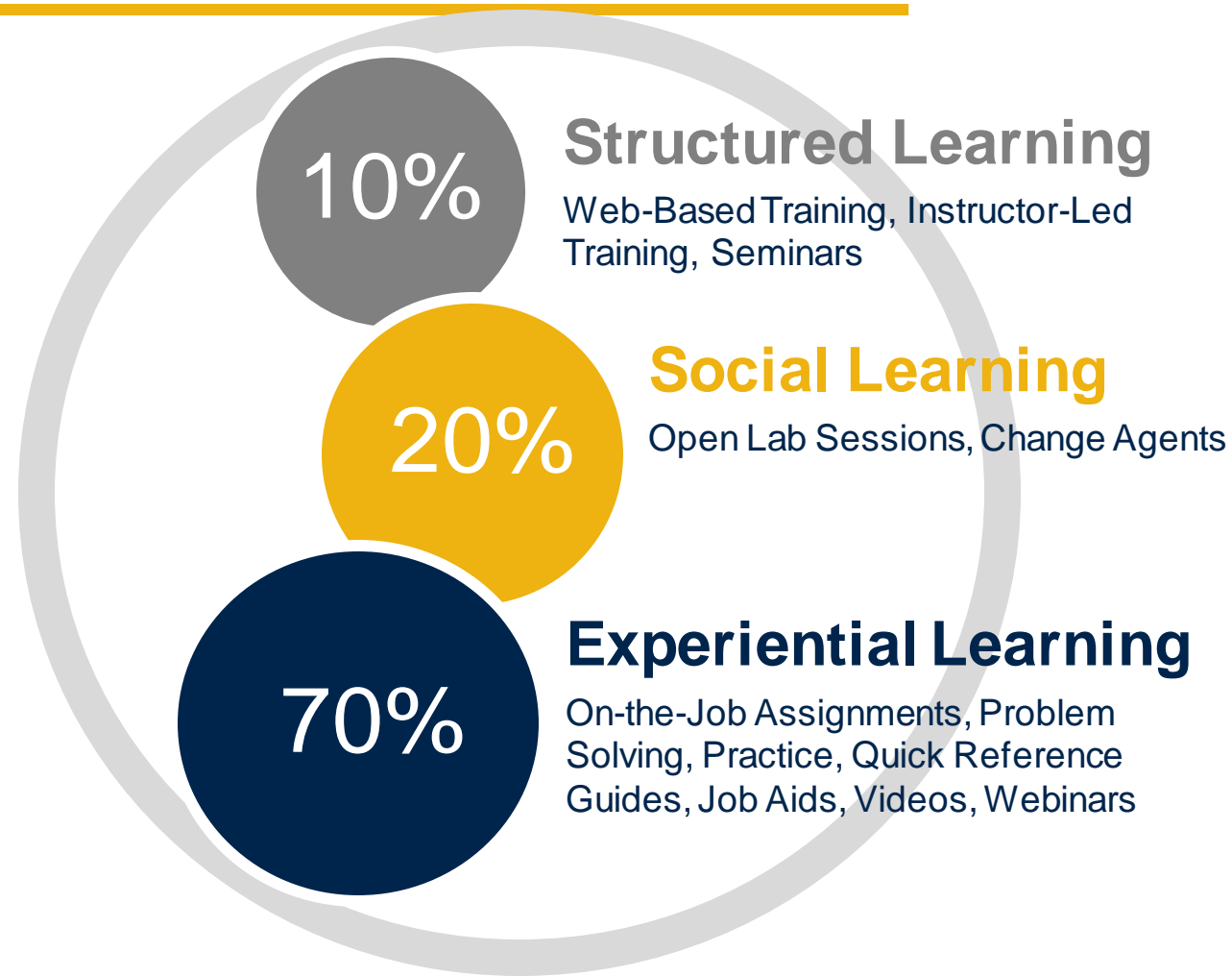
Training

WHEN: March – June 2020

WHAT: Training will be:

- A mix of instructor-led classroom training and web-based training.
- Supplemented with job aids/process guides that you will be able to access at any time to help walk you through processes in OneUSG Connect.

WHERE: The launch point for any training will start at the Transformation website. There you will be able to sign up for trainings, attend virtual courses, and download helpful resources.



Types of Training

Delivery Method	Overview
Instructor-Led Training (ILT)	Live, face-to-face session in a classroom setting. Ability to ask questions and complete hands on activities
Webinar	Live, virtual session with opportunities to ask questions via chat
Seminar	Live, face-to-face session in an auditorium/large classroom with opportunities to ask questions
Web-Based Training (WBT)	Pre-recorded, narrated presentation which may include demonstrations and hands on exercises
Job Aids	Step-by-step instructions on how to complete specific transactions



Recommended & Required Training

Audience	Training Opportunities	Course Length	Requirement
All Employees	Attend an introductory class on Employee Self-Service	30 to 90 minutes*	Recommended
	Complete a web-based tutorial on reporting time / submitting absence requests (not required for GTRI employees)	15 to 30 minutes	Required
Managers (Employees with One or More Direct Reports)	Attend an overview of Manager Self-Service	30 minutes to 2 hours*	Required
	Complete course to learn how to review and process time reports and absence requests in OneUSG Connect (if you anticipate performing these actions)	30 minutes to 2 hours*	Strongly Recommended
	Complete training on how to initiate and track HR and compensation transactions such as promotions, terminations, ad hoc salary changes (if you anticipate performing these actions)	30 minutes to 2 hours*	Strongly Recommended
	Complete course on how recruit and hire, and manage job applicants (if you anticipate performing these actions)	30 minutes to 3 hours*	Strongly recommended

**Course length depends on training format*

NOTE: Additional training may be required or strongly recommended based on anticipated future use of the system

Registration emails and project website will provide more details

CREATING THE NEXT®

Training - Job Aids

CREATING THE NEXT™

Georgia Tech Services & Support

AGENT PORTAL | HOME | KNOWLEDGE | MY REQUESTS & INCIDENTS | MY APPROVALS

KT KARA TILLMAN (OFFICE OF STRATEGIC CONSULTING)

Home > Human Resources (Knowledge Base) > Self-Service

KB0022697 - Latest Version [Subscribe](#) [...](#)

How Do I Add a Degree to My Talent Profile?

Introduction

This process describes the steps necessary to add a degree to your talent profile in OneUSG Connect.


Instructions

1. Access the Degrees and Certificates menu from Employee Self Service.

Navigation

Employee Self Service > Degrees and Certificates

Note: Employee Self Service tile options may differ depending on your employee type.



! Important

The **Talent Profile** page opens to your Degree listing. Existing degrees listed on your profile may be display here as well.

My Profile	Degrees
Degree	Degree
Education and Certifications	Major
Language Skills	Degree
	Degree or Title
	Education and Financial Management
	Planning Approval

Most Viewed

- [Change Order Request](#)
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- [Supplier Invoice Request](#)
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- [Spend Authorization](#)
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- [Expense Report for Non-Worker](#)
Michelle Thackray (Office of Strategic Consulting) • 159 Views • 3mo ago • KB0021987 • ★★☆☆☆
- [How do I get started using OneDrive for Business at Georgia Tech?](#)
Kim Kruthaup (DCIO Enterprise Architecture) • 156 Views • 15d ago • KB0023248 • ★★☆☆☆

Most Useful

- [PCard Transaction Verification](#)

Training will be supplemented with job aids that you will be able to access at any time to help walk you through processes in OneUSG Connect

Course Transcript

Users can view
grades for
required courses

The screenshot displays the 'Introduction to Manager Self-Service' course page. The top navigation bar includes 'My Home', 'Course Home', and 'My Transcript'. The sidebar on the left lists various course components: Summary, Grades, Objectives, Content, Discussions, Dropbox, Quizzes, Checklist, Surveys, Course Access, and Login History. The main content area is titled 'Progress Summary' and includes a 'Print' button and a 'Help' link. Under the 'Grades' section, it shows 'Grades Received: 1' and a table with one entry: 'MSS-General' with a grade of '0 %' and a 'Feedback' link. The 'Objectives' section shows 'Learning Objectives Passed' as '0 % (0/0)' and three rows for 'In Progress: 0', 'Passed: 0', and 'Needs Remediation: 0', each with a right-pointing arrow.

How to Prepare for OneUSG Connect

Timeframe	Recommended Action
Now (Ongoing)	<ul style="list-style-type: none"> • Visit project website: transformation.gatech.edu/hcm-resources <ul style="list-style-type: none"> ○ View recorded webinars ○ View 'One Pagers' and other resources
Now – February 2020	<ul style="list-style-type: none"> • Attend Campus Info Sessions and Special Topic Webinars <ul style="list-style-type: none"> • Time & Absence Management Town Hall – February 24, 2020 • OneUSG Connect Town Hall – February 26, 2020 • Faculty Data Self-Service Webinar – February 27, 2020
Now – Spring 2020	Review connecTECH newsletters
Now – Summer 2020	Reach out to your Change Agent
March – June 2020	<ul style="list-style-type: none"> • Attend Training • Visit transformation.gatech.edu/oneusg-connect-training

Readiness Tasks

- Faculty, Staff, Student, Tech Temp and Retired but Working (RBW) employees are strongly encouraged to participate in Go-Live readiness activities
- Save copies of your information to use as a reference to ensure your data is correct post go-live

All Employees	Benefit Eligible Employees	Managers
<ul style="list-style-type: none"> • Personal Information Summary (home address, contact details) • Direct Deposit Information • Voluntary Deductions • Paystubs • W-2 	<ul style="list-style-type: none"> • Record & print leave balances • Submit & save future leave requests 	<ul style="list-style-type: none"> • Ensure that reporting relationships are correct in Workday • Record & Print Comp Time

Q&A Panelists



Elizabeth Stampley
Program Director



Christine Edell
Time & Labor/
Absence
Management Lead



Jehan Hailey-Thomas
Self-Service Lead



Leann Munn
Workforce
Administration
Lead

Let's stay connected!

Questions or Feedback?

- **Helpdesk Email:**
erp.readiness@gatech.edu
- **Website:**
<http://transformation.gatech.edu>

