Beginning January 5, 2015, the University of Chicago will launch Workday@UChicago, our new HR/Payroll system. This will change the way faculty and staff members:

- make their benefit elections
- access payroll information
- update personal information

**Workday Q&A**

**What is Workday@UChicago?**
Workday@UChicago is the University’s new human resources information system. It will replace many outdated HR and Payroll systems and processes at the University, and will be used by everyone who works at UChicago.

**What does Workday do?**
All faculty, other academic appointees, staff, and temporary and student workers will use Workday to manage and view their personal, pay and benefits information. All actions completed in Employee Self-Service (ess.uchicago.edu) today will be performed in Workday starting in January.

**What will happen to Employee Self-Service (ESS)?**
ESS will be archived but will remain accessible for viewing past pay slips or W-2s after January 5, 2015.

**Is Workday replacing UChicago Time?**
Eventually, UChicago Time will be replaced by Workday. Stay tuned for further announcements.

**Will I need training to use Workday?**
Online training and job aides will be available, but one of Workday’s benefits is that it is very user-friendly.

**Do I need to do anything now?**
No, you’ll receive information early next year about how to Discover Workday!

**How can I learn more?**
Visit the Workday@UChicago project website: workday.uchicago.edu or email your questions to workdaycommunications@uchicago.edu.