Workday 2024 R2 Release Impact Analysis

Learning

2024

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Learning

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Automatically available features

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Learning automatic features

Cognizant Consultants have prepared a list of automatic features for the upcoming 2024 R2 Workday release. These features are delivered automatically by Workday and no set up is required from your end.

Learning

- Enforce Lesson Sequence in a Course
- Learning Assignments Reporting
- Learning Assignments Security Update
- Learning Assignments Visible on Learning Content
- Multiple Assessors for Enrollments
- Program Completion Logic

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Learning – Enforce lesson sequence in a course

A

What's changing

With the 2024R2 release, Workday allows you to enforce a lesson order within a course, ensuring that learners complete the required lessons in the designated sequence. By enforcing a lesson sequence, learners build a stronger foundation of knowledge and deeper understanding before they can complete an assessment or evaluate the content.

Additional considerations

We add a new Enforce Lesson Order check box on all the Create, View, and Edit Courses and Course Offering tasks.

When you select the check box, learners can't access self-directed mandatory lessons (including media, surveys, and external link lessons) until they complete the previous content.

- If the course contains any virtual or in-person instructor-led training lessons, subsequent lessons are available after the end date of the instructor-led lesson.
- If the course contains any training activity lessons, subsequent lessons are available after grading and attendance is completed.

What do i need to do?

- This feature is automatically available. You can edit existing courses to enforce lesson order. Note: you need to have, at least, 2 self-directed mandatory lessons to enforce lesson order in courses and course offerings.

What happens if i do nothing?

- Learners can take course content in any order, including surveys and assessments.

Community link Enforce Lesson Sequence in a Course (workday.com)

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Learning – Enforce lesson sequence in a course (cont.)

Additional considerations

We deliver these report fields (secured to the Public Reporting Items domain) which you can use in condition rules for business processes:

- Enforce Lesson Order - Proposed on the Learning Course Management Event and Learning Course Offering Event business objects.
- Enforce Lesson Order - Current on the Learning Course Management Event and Learning Course Offering business objects.

We also deliver the Enforce Lesson Order report field (secured to the Learning Access, Manage: Learning Content, Manage: Learning Course Enrollments, and Set Up: Learning Catalog domains) on the Learning Content business object.

If you enforce lesson order in a course or course offering, we add these to inform learners about completing lesson in order:

- A new banner.
- A lock icon with the associated help text to lesson titles.
- Finally, we update these web services to enable you to enforce lesson order:
- Get Blended Course
- Get Digital Course
- Get Learning Course Offering
- Get Learning Courses
- Manage Learning Course
- Manage Learning Course Offering
- Put Blended Course
- Put Course Offering
- Put Digital Course

Community link

Enforce Lesson Sequence in a Course (workday.com)

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Workday 2024 release 2 automatically available features

Prior to 2024 release 1	Post 2024 release 2	Impact
Learners can take course content in any order, including surveys and assessments.	Workday add a new Enforce Lesson Order check box on all the Create, View, and Edit Courses and Course Offering tasks. This enable the learner to complete each lesson in order.	**Y/N:** No **Impact description:** N/A

Effort <Hours>

Additional description if applicable

Defect link Not applicable

Community link https://community.workday.com/node/1178290

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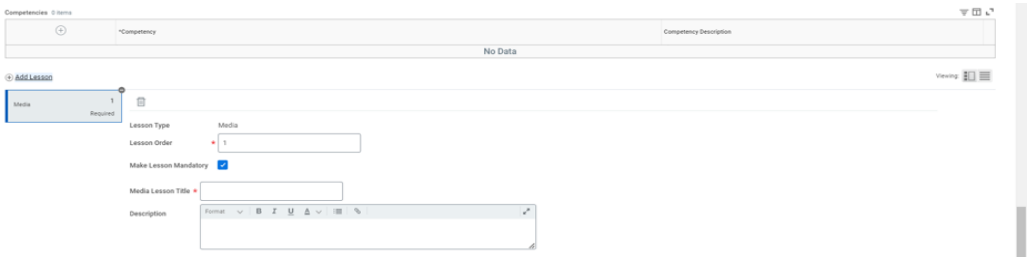
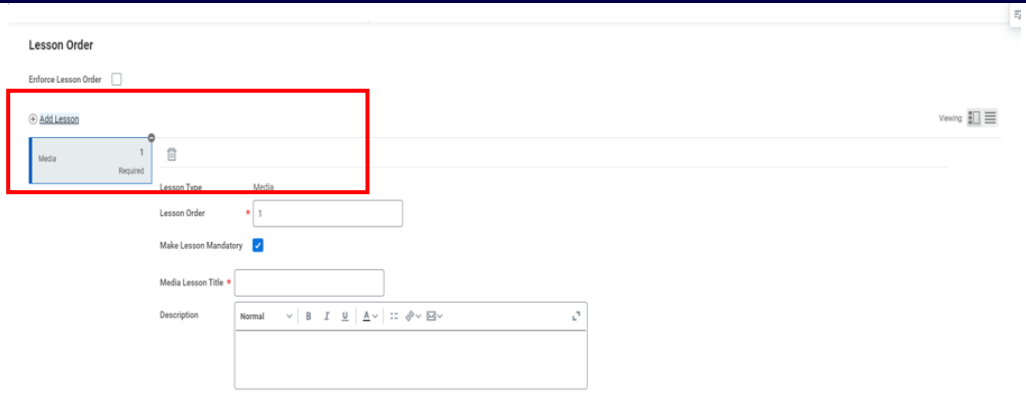
Workday release 2 automatically available features

Before release



Create course

After release



Create course

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Learning – Learning assignments reporting

A

What's changing

With the 2024R2 release, Workday delivers a new My Team's Learning Assignments standard report to help managers track the learning content assigned to their teams. This change enables managers to proactively monitor their team's learning assignments and progress to ensure timely completion.

Additional considerations

The new My Team's Learning Assignments advanced report is secured to the Person Data: Learning domain.

What do i need to do?

- Nothing, this feature is automatically available. Managers can access the new report from the global search.

Community link

Learning Assignments Reporting (workday.com)

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Workday 2024 release 2 automatically available features

Prior to 2024 release 1	Post 2024 release 2	Impact
There is no standard report for manager to track the learning content assigned to their teams.	Managers can now run My Team's Learning Assignments standard report to help them track the learning content assigned to their teams.	**Y/N:** No **Impact description:** N/A

Effort <Hours>

Additional description if applicable

Defect link Not applicable

Community link Learning Assignments Reporting (workday.com)

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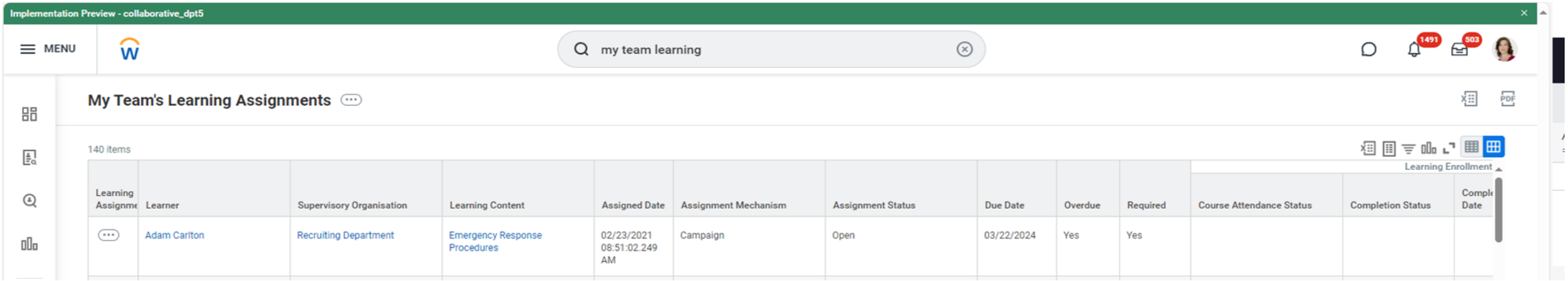
Workday release 2 automatically available features

After release



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Learning – Multiple assessors for enrollments

A

What's changing

- With the 2024R2 release, Workday allows you to assign multiple assessors to a single learning enrolment or enable assessors to assign themselves to a learner.

Additional considerations

Assigning multiple assessors for enrollments provides a better experience for organizations that conduct observations over longer periods.

Multiple assessors :-

- When there are multiple assessors for a course, you can now select multiple assessors from the Mark all as Assessed by prompt in the Manage Grading and Attendance task.
- We also allow you to assign multiple assessors to your previously created enrollments.
- Your learners can now see the list of all assessors for a course in the CONTACTS section of the View Course report.

What do i need to do?

- This feature is automatically available. Workday recommends us to update our training materials so that users are aware of the changes

What happens if i do nothing?

- You can still assign multiple assessors to enrollments and assessor can still assign themselves to a learner using the new 'Assessor Self-Assign' task.

Community link

Multiple Assessors for Enrollments

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Learning – Multiple assessors for enrollments

Additional considerations (cont..)

Remove assessors from multiple training activities

- We add a new Assessors prompt to the Remove Assessor from Training Activities task to enable you to remove more than one assessor from multiple training activities.

Assessor Self-Assign Task

Assessors in your organization can now assign a learner to themselves on the mobile application interfaces using the new Assessor Self-Assign task

Note: Using the Assessor Self-Assign task, your assessors:

- Can access only the enrollments they have access to through course offerings.
- Can access only the enrollments for offerings with training activities.
- Can't remove themselves from a training activity.

What do i need to do?

- This feature is automatically available. Workday recommends us to update our training materials so that users are aware of the changes

What happens if i do nothing?

- You can still assign multiple assessors to enrollments and assessor can still assign themselves to a learner using the new 'Assessor Self-Assign' task.

Community link Multiple Assessors for Enrollments

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Workday 2024 release 2 automatically available features

Prior to 2024 release 1	Post 2024 release 2	Impact
You can select only 1 assessor for 1 learning enrollment.	You can select multiple assessors for 1 learning enrollment.	**Y/N:** No **Impact description:** N/A

Effort <Hours>

Additional description if applicable

Defect link Not applicable

Community link https://doc.workday.com/release-notes/en-us/lrn/7856760.html

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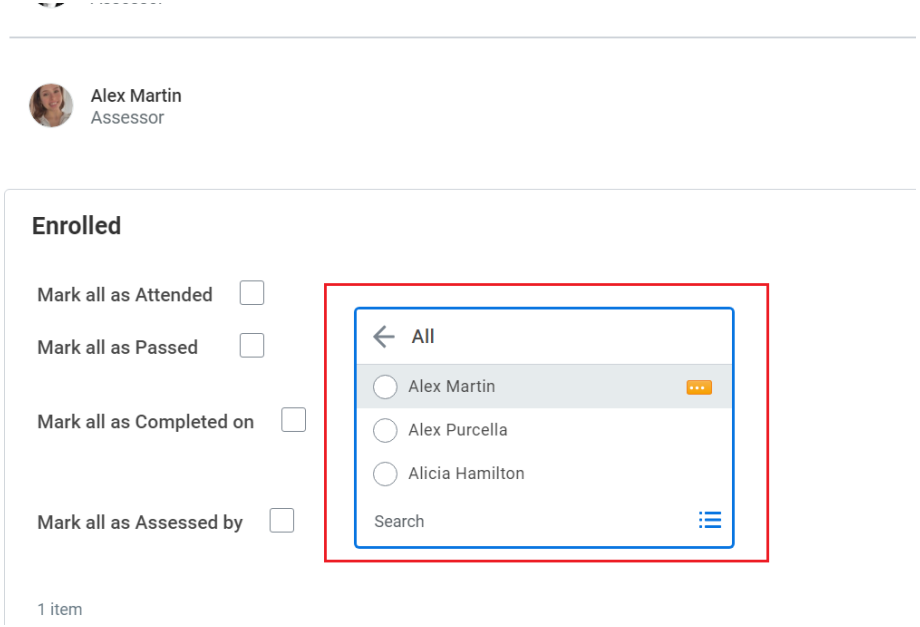
Workday release 2 automatically available features

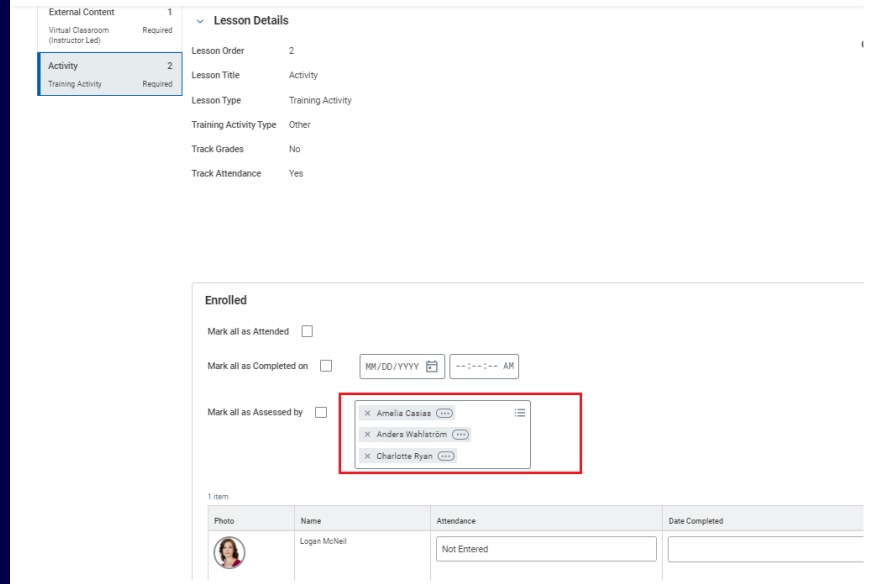
Before release

Manage Grading and Attendance



After release

Manage Grading and Attendance



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Learning – Program completion logic

A

What's changing

- With the 2024R2 release, Workday updates the program completion logic for new program enrollments where Recognize Previous Completions is selected on all required content items. Now, if a learner has previously completed all required content items, the program automatically completes upon their enrollment and the Completion Date is set to the moment the learner completed the last item in the program, rather than the date of enrollment.
- This update applies only to new learning program enrollments. Workday doesn't modify completion records for existing programs.

Additional considerations

- Workday updated the validation rule in Put Learning Enrollment webservice that ensures registration date is before completion date when adding an enrollment. This validation no longer applies to program enrollments and only triggers for enrollments in courses and course offerings.
- By removing the validation rule for program enrollments, you may find scenarios where program completion date is recorded before the enrollment date. This is expected behavior, indicating that the learner has previously completed all the required content.

What do i need to do?

- Nothing, this feature is automatically available.

What happens if i do nothing?

- Workday automatically applies this change to all new program enrollments where Recognize Previous Completions is selected for all mandatory content items.

Community link

Learning Assignments Reporting (workday.com)

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Workday 2024 release 2 automatically available features

Prior to 2024 release 1	Post 2024 release 2	Impact
If a learner has previously completed all the required content items, the program automatically completes upon their enrollment and completion date is set to date of enrollment.	If a learner has previously completed all the required content items, the program automatically completes upon their enrollment and completion date is set to the date that the learner completed the last item in the program in his/her previous enrollment.	**Y/N:** No **Impact description:** N/A

Effort <Hours>

Additional description if applicable

Defect link Not applicable

Community link https://doc.workday.com/release-notes/en-us/lrn/7813668.html

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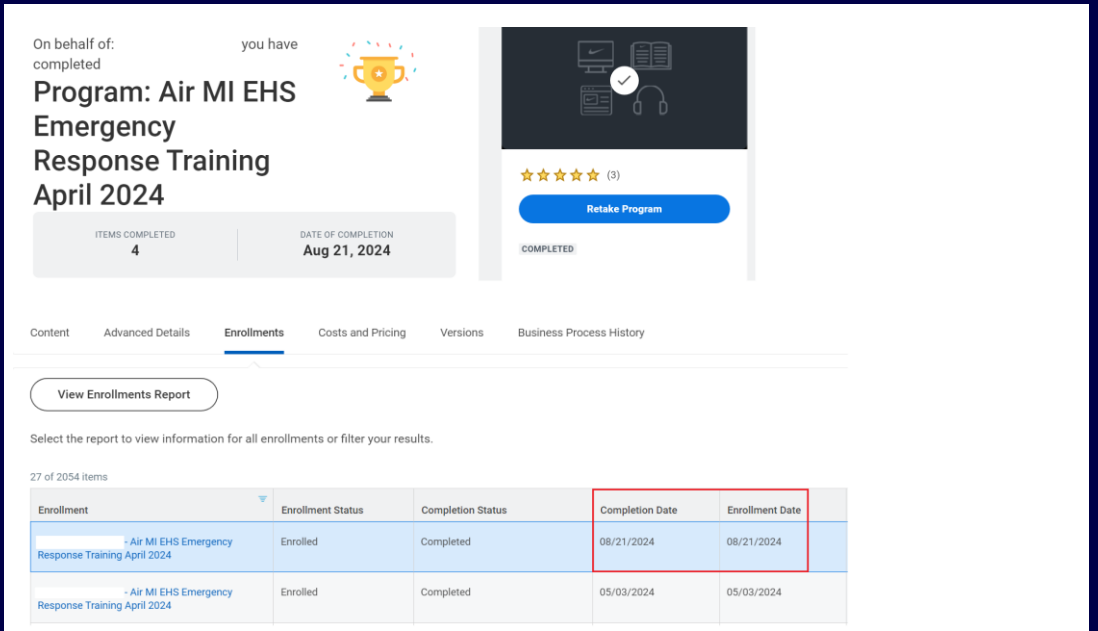
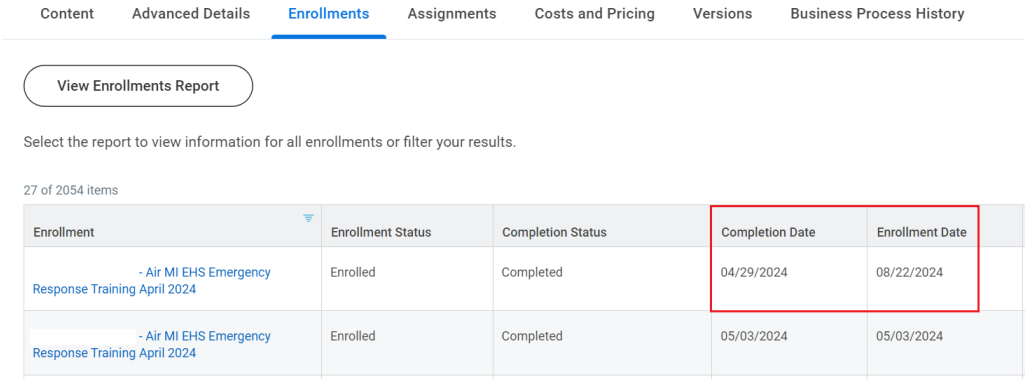
Workday release 2 automatically available features

Before release



For new enrolment on the same training, program identifies previous enrollment but completion date is equal to data of enrolment.

After release



For new enrolment on the same training, program identifies previous enrollment , completion date is updated with learner's previous completion date.

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Learning – Learning assignments security update

What's changing

With this release, Workday constrains the Learning Assignment object to allow for the use of role-based constrained security groups. This provides organizations the flexibility to allow role-based constrained security groups access to view and report on Learning Assignment data for the learners they support.

Additional considerations

Business benefits

Constraining the security for Learning Assignments provides greater flexibility for organizations allowing more decentralized management of assignments and related reporting. For example, you can create and share reports with managers, and they only see relevant information related to their teams.

Security:

Workday secures Learning Assignments to these domains:

- Person Data: Learning
- Reports: Learning Record
- Self Service: Learning

What do i need to do?

- The Learning Assignment data source is automatically updated to allow for role-based constrained security groups. You can modify your security setup to grant specific roles access to Learning Assignment information.

What happens if i do nothing?

If you don't change your security setup, you will see no changes.

Delivery date changes

As of July 10:

- **Preview Date:** July 12, 2024
- **Production Date:** September 21, 2024

Community link https://doc.workday.com/release-notes/en-us/lrn/7960813.html

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Learning – Learning assignments security update (cont.)

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Additional considerations

Reporting:

Data Source filters are no longer required when creating reports using the Learning Assignment Records data source. Constrained access to assignments automatically applies in the background when running the reports. There is no impact on existing reports; you can still use the current data source filters.

Workday delivers new report fields to return the current supervisory organization, location, and affiliation for all learners and extended enterprise learners from the Learning Assignment business object and the Learning Record business object:

Name	Description	Security
Learner's Location (Current)	The current location for the learner.	Self Service: Learning Reports: Learning Record Person Data: Learning
Learner's Extended Enterprise Affiliation (Current)	The current extended enterprise affiliation for the learner.	Self Service: Learning Reports: Learning Record Person Data: Learning
Learner's Supervisory Organization (Current)	The current supervisory organization for the learner.	Self Service: Learning Reports: Learning Record Person Data: Learning

Community link https://doc.workday.com/release-notes/en-us/lrn/7960813.html

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Workday 2024 release 2 automatically available features

Prior to 2024 release 1	Post 2024 release 2	Impact
Access to Learning Assignment objects are unconstrained and would require filtering on reports to get the relevant data needed.	Workday constrains the Learning Assignment object to allow for the use of role-based constrained security groups. This provides organizations the flexibility to allow role-based constrained security groups access to view and report on Learning Assignment data for the learners they support. Data Source filters are no longer required when creating reports using the Learning Assignment Records data source.	Y/N: No Impact description: If you don't change your security setup, you will see no changes: • Person Data: Learning • Reports: Learning Record • Self Service: Learning

Effort

Defect link

Community link https://doc.workday.com/release-notes/en-us/lrn/7960813.html

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Learning - Learning assignments visible on learning content

A

What's changing

With this release, Workday enhances visibility of Learning Assignments by adding a new Assignments tab on the Administrator view of Learning Content. Similar to how the Enrollments tab works today, you can now see all assignments that relate to the learning content.

Workday also delivers a new Find Learning Assignments report, accessible from the Assignments tab, which allows you to search for assignments using additional criteria.

Additional considerations

Business benefits

This update increases efficiency and provides the ability to view, filter and manage assignments directly from the learning content.

Changes

Workday adds a new Assignments tab on the administrator view of Learning Content. The Assignments tab is secured to these domains:

- Manage: Learning Course Enrollments
- Self-Service: Learning Instructor
- Setup: Learning Catalog

What do i need to do?

You need to configure security access to allow access to view the Assignments tab, and the assignments data within it.

What happens if i do nothing?

The Assignments tab is available to those who have administrator access on learning content, and to learning assignments.

Delivery date changes

As of July 10:

- **Preview Date:** July 12, 2024
- **Production Date:** September 21, 2024

Community link https://doc.workday.com/release-notes/en-us/lrn/7960810.html

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Learning - Learning assignments visible on learning content (cont.)

A

Additional considerations

Within the Assignments tab, Workday sort the data by Assigned Date, showing Open Assignments first. The assignment data within the Assignments tab is secured to these domains:

- Manage: Learning Assignments
- Person Data: Learning
- Reports: Learning Record

Workday delivers a new Find Learning Assignments report, accessible from the Assignments tab via the View Learning Assignments Report button. This report is secured to these domains:

- Person Data: Learning
- Reports: Learning Record

Workday also delivers 2 new report fields on the Learning Assignment business object:

- Required as Text (secured to the Manage: Learning Assignments domain): you can use this field to identify if the assignment is required or not required.
- Learner for Assignment (secured to the Public Reporting Items domain): to see who is the learner for the assignment record.

Finally, Workday introduces a new report data source filter on the Learning Assignment Records data source, which prompts you to select at least one piece of content before running the report:

- All Assignments for Learning Content

Community link https://doc.workday.com/release-notes/en-us/lrn/7960810.html

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Workday 2024 release 2 automatically available features

Prior to 2024 release 1	Post 2024 release 2	Impact
Assignments tab on the learning content and Find Learning Assignments report are not available.	Workday enhances visibility of Learning Assignments by adding a new Assignments tab on the Administrator view of Learning Content. Similar to how the Enrollments tab works today, you can now see all assignments that relate to the learning content. We also deliver a new Find Learning Assignments report, accessible from the Assignments tab, which allows you to search for assignments using additional criteria.	Y/N: Yes Impact description: This Assignments tab and Find Learning Assignments report will be automatically available for administrators. Customers might need to update their training materials.

Effort

Defect link

Community link https://doc.workday.com/release-notes/en-us/lrn/7960810.html

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Workday release 2 automatically available features

After release

Lessons | Advanced Details | Enrollments | Assignments | Costs and Pricing | Expiration | Programs | Business Process History | Additional Data

View Learning Assignments Report

Select this report to view information for all learning assignments or filter your results.

569 items

Learning Assignme	Learner	Assignment Status	Assigned By	Assigned Date	Campaign	Completion Date	Waived Date	Due Date	Required	Assignment Mechanism
•••	Brandon Harris	Open	Logan McNeil	06/26/2024 11:08:47.377 AM					Yes	Learning Facilitated Enroll
•••	Stallion Test	Open	Logan McNeil	05/21/2024 06:15:19.430 AM	Annual Compliance Training - Learning Campaign				Yes	Campaign

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Setup required features

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Learning setup based features

Cognizant Consultants have prepared a list of set-up based features for the upcoming 2024 R2 Workday release. These features require setup from your end.

Learning

- Internal Learning Assessor Management
- Skills Import for Udemy
- Virtual Classroom Integration with Zoom
- Branding for Learning

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Learning - Internal learning assessor management

What's changing

- With the 2024R2 release, Workday make it easier to manage internal learning assessors by adding a new business process.
- This update gives you the flexibility to control who can manage internal learning assessors.

Additional considerations

- We deliver a new Manage Internal Learning Assessor business process type (secured to the Learning Core functional area). This new business process enables you to configure workflows for the Create Internal Learning Assessor and Edit Internal Learning Assessor tasks, such as approval and review steps. Note: You can only create internal learning assessors when there are no existing internal learning assessor or in progress events for the same worker.
- You can configure the Create Internal Learning Assessor and Edit Internal Learning Assessor tasks as initiating actions on this business process.

What do i need to do?

- Configure the Manage Internal Learning Assessor business process and review the security policy to confirm that it meets your needs.

What happens if i do nothing?

- If you choose to do nothing, you can still create and edit internal learning assessors using the **Create Internal Learning Assessor** and **Edit Internal Learning Assessor** tasks. These tasks will now go through the new business process and, as such, will create Internal Learning Assessor events when creating or editing internal learning assessors.

Community link

Internal Learning Assessor Management (workday.com)

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Learning - Internal learning assessor management (cont..)

Additional considerations

- For existing customers, we deliver conversions that automatically create the Default Definition for the Manage Internal Learning Assessor business process, as well as a copy of the unconstrained security groups from Manage: Create and Edit Learning Roles domain to the initiating actions, and Cancel and View All processing actions of the business process. This provides you with an easy transition when using the new business process, and allows you to continue using the existing Create Internal Learning Assessor and Edit Internal Learning Assessor tasks without interruption.
- We have also created Creation Events for all the existing internal learning assessors to keep the reporting consistent.

What do i need to do?

- Configure the Manage Internal Learning Assessor business process and review the security policy to confirm that it meets your needs.

What happens if i do nothing?

- If you choose to do nothing, you can still create and edit internal learning assessors using the **Create Internal Learning Assessor** and **Edit Internal Learning Assessor** tasks. These tasks will now go through the new business process and, as such, will create Internal Learning Assessor events when creating or editing internal learning assessors.

Community link

Internal Learning Assessor Management (workday.com)

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Workday 2024 release 2 setup based features

Prior to 2024 release 1	Post 2024 release 2	Impact
Create Internal Learning Assessor and Edit Internal Learning Assessor are only tasks and no Business Process workflow.	Create Internal Learning Assessor and Edit Internal Learning Assessor now has business process that be configured: Manage Internal Learning Assessor business process	Y/N: No Impact description:

Effort 2 Hours

Additional description if applicable

Defect link Not applicable

Community link Internal Learning Assessor Management (workday.com)

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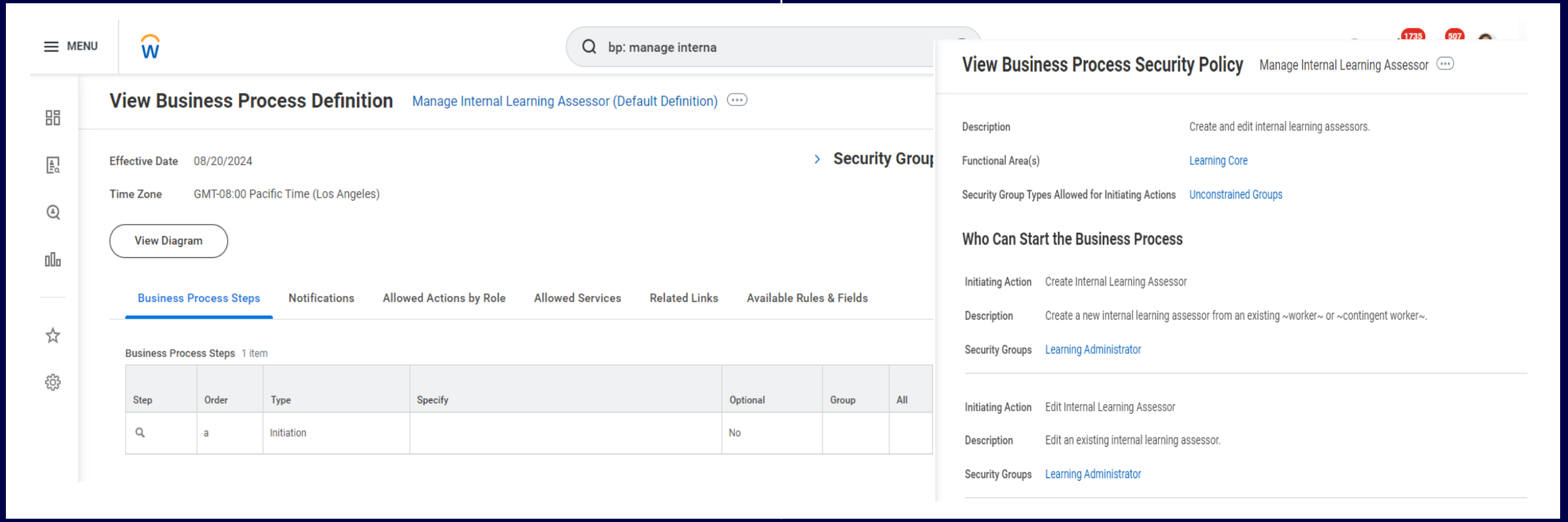
Workday release 2 setup based features

After release



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Learning - Skills import for Udemy

What's changing

With the 2024R2 release, Workday enable you to import Udemy skills into Workday. Leveraging machine learning, Workday automatically normalizes vendor-defined skills into Workday Skills Cloud skills or maintained skills and applies them to imported content.

Workday runs daily checks to find exact or synonymous matches for unmatched skills, which matches more skills to your learning content.

Additional considerations

- We enable you to import up to 25 exact and synonymous skills per piece of content from the external content provider Udemy. You can import the skills using the Import Exact and Synonymous Skills check box on the Configure External Content task. When you select this option, we display an Opt-out of Synonymous Skills check box. This option enables you to exclude synonymous skills from your import.
- Note: Workday recommends including synonymous skills for the best matching of vendor skills to Workday Skills Cloud or maintained skills.

What do i need to do?

- When you have an active account with Udemy and want to import skills, run the **Configure External Content** task and select the **Import Exact and Synonymous Skills** check box.
- Note: You might need to take additional steps to enable this feature depending on your organization's subscription service agreement.

What happens if i do nothing?

- This is an opt-in integration. If you choose to do nothing, you won't be able to import and view skills tagged against your Udemy content in Workday Learning.

Community link Skills Import for Udemy (workday.com)

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Learning - Skills import for Udemy (cont..)

Additional considerations

- You can use the View External Skill report to view the imported vendor skills and their mappings to Workday Skills Cloud or maintained skills.
- We attach external skills that match an exact or synonymous Workday Skills Cloud skill or maintained skill in your tenant to the imported content and display the Skills Cloud skill or maintained skill in areas such as recommendations, search facets, course details, and worker profiles.

What do i need to do?

- When you have an active account with Udemy and want to import skills, run the **Configure External Content** task and select the **Import Exact and Synonymous Skills** check box.
- Note: You might need to take additional steps to enable this feature depending on your organization’s subscription service agreement.

What happens if i do nothing?

- This is an opt-in integration. If you choose to do nothing, you won't be able to import and view skills tagged against your Udemy content in Workday Learning.

Community link

Skills Import for Udemy (workday.com)

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Workday 2024 release 2 setup based features

Prior to 2024 release 1	Post 2024 release 2	Impact
Udemy skills is not available in Workday	Workday enable you to import Udemy skills into Workday via Machine Learning	Y/N: No Impact description:

Effort 4 Hours

This is an opt in integration which is also based on customer subscription

Defect link Not applicable

Community link Skills Import for Udemy (workday.com)

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Learning - Virtual classroom integration with zoom

What's changing

With the 2024R2 release, Workday integrate Workday Learning with Zoom to enable you to automatically create Zoom meeting links when scheduling virtual classroom lessons in course offerings.

This will improve the learning admin experience for scheduling virtual classroom lessons and enhance the virtual classroom lessons for your global workforce.

Additional considerations

Workday add a new **Zoom Integration Systems** option to the Select Virtual Classroom Integrations prompt in the **Edit Tenant Setup - HCM** task.

What do i need to do?

- Configuration on Zoom and Workday needs to be setup. Information available here: Virtual Classroom Integration with Zoom (workday.com)

What happens if i do nothing?

- You'll still be able to manually add links for virtual classroom lessons, but you won't be able to use this integration to automatically generate Zoom meeting links.

Community link

Virtual Classroom Integration with Zoom (workday.com)

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Workday 2024 release 2 setup based features

Prior to 2024 release 1	Post 2024 release 2	Impact
Workday is not able to use integration to automatically generate Zoom meeting links.	Workday integrate Workday Learning with Zoom to enable you to automatically create Zoom meeting links when scheduling virtual classroom lessons in course offerings.	Y/N: No Impact description:

Effort NA

This is an opt in integration which is also based on customer subscription

Defect link Not applicable

Community link Virtual Classroom Integration with Zoom (workday.com)

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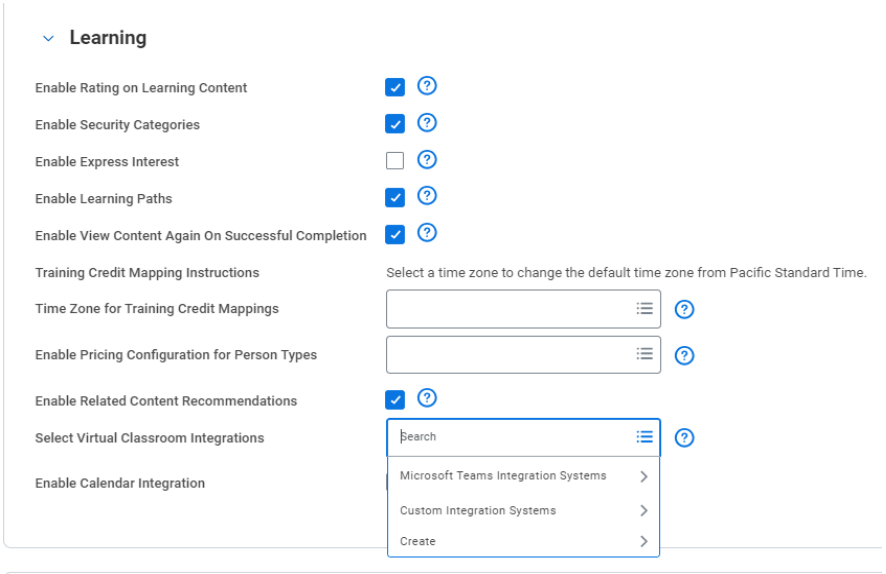
Workday release 2 setup based features

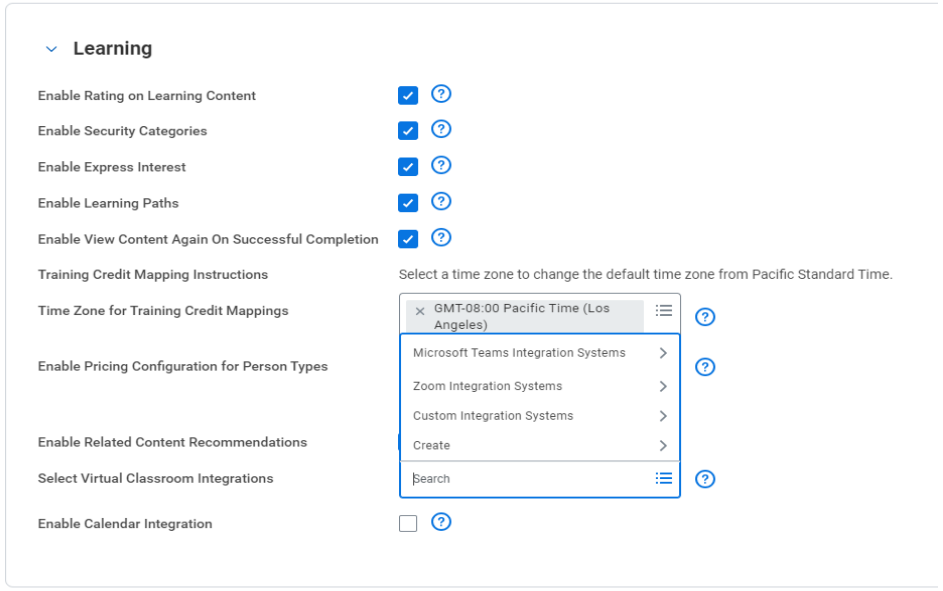
Before release

Edit tenant Set Up - HCM



After release

Edit tenant Set Up - HCM



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Learning – Branding for learning

What's changing

- With the 2024R2 release, You can now personalize Workday Learning by adding your own banner image and header text to the Learning home page.
- This update enables you to create a more personalized and consistent experience, improving recognition and trust among the learners.

Additional considerations

- With this release, we add a new **Other tab** to the **Configure Tenant Branding** task to enable you to configure branding rules for the banner image and the header text of the Learning Home.
- This task is secured to the Set Up: Tenant Setup - System domain in the System functional area.

What do i need to do?

1. Access the **File Type Setup Instructions** field in **Edit Tenant Setup - System** task to review the supported file types and ensure the file formats you would like to use are included.
2. (Optional) Use the **Create Branding Rule** task to define condition rules and apply one to each banner. You can set condition rules that determine which image and text display for specific group of users.
3. Access the **Configure Tenant Branding** tasks and click **Other** tab to add the banner image and the header text. You can apply condition rules to them as needed.

What happens if i do nothing?

1. If you don't add a banner image or header text, learners will see the default text What will you learn today? as the header, with no banner.

Community link Branding for Learning (workday.com)

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Workday 2024 release 2 setup based features

Prior to 2024 release 1	Post 2024 release 2	Impact
Banner image and text on Learning Home Page is not modifiable.	You can now personalize Workday Learning by adding your own banner image and header text to the Learning home page.	Y/N: No Impact description:

Effort 2 Hours

This is an opt in integration which is also based on customer subscription

Defect link <Hyperlink here if applicable>

Community link Branding for Learning (workday.com)

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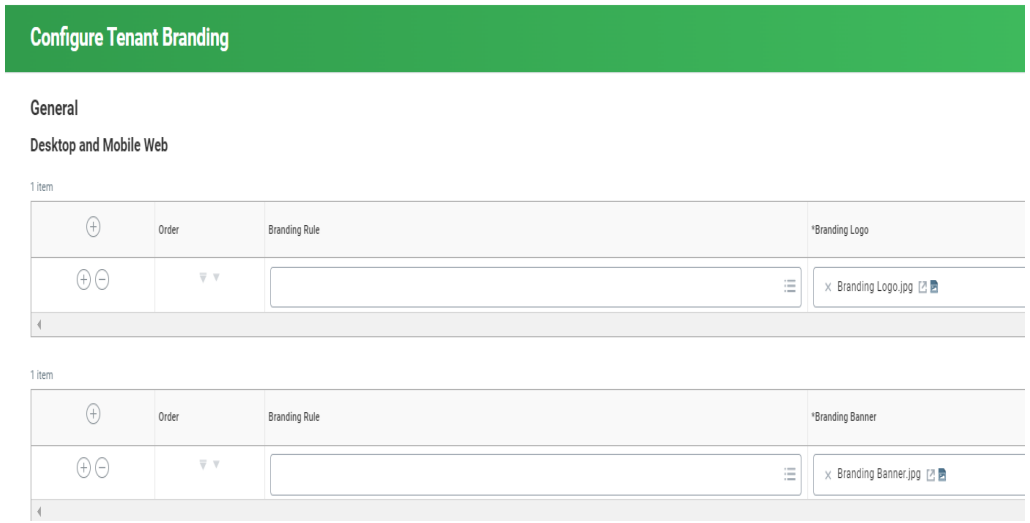
Workday release 2 setup based features

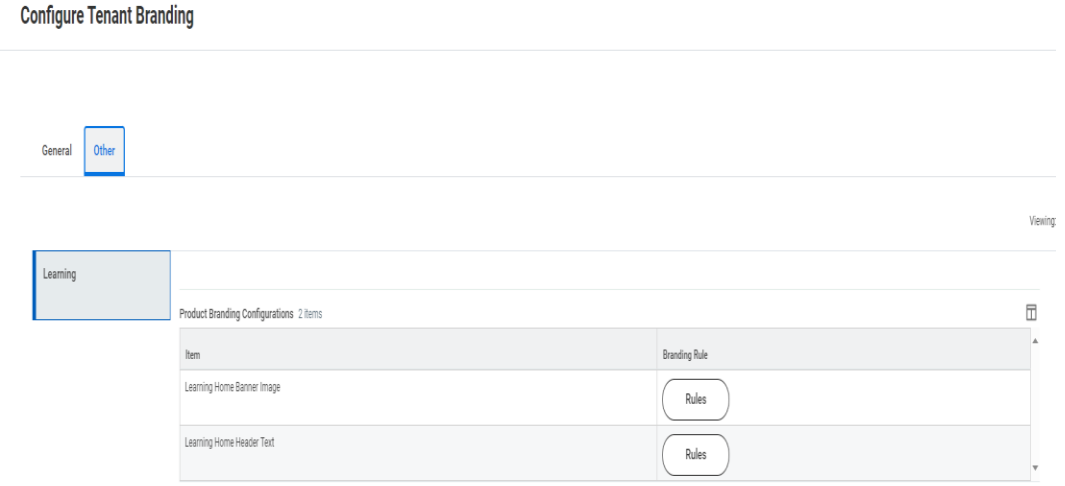
Before release

Configure tenant branding



After release

Configure tenant branding



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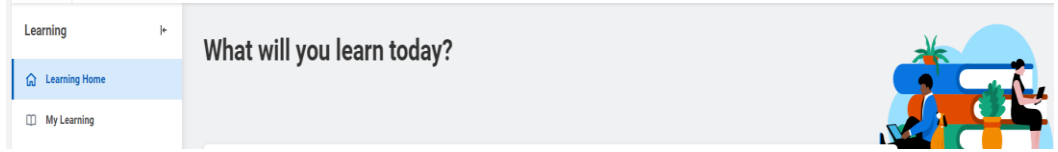
Workday release 2 setup based features

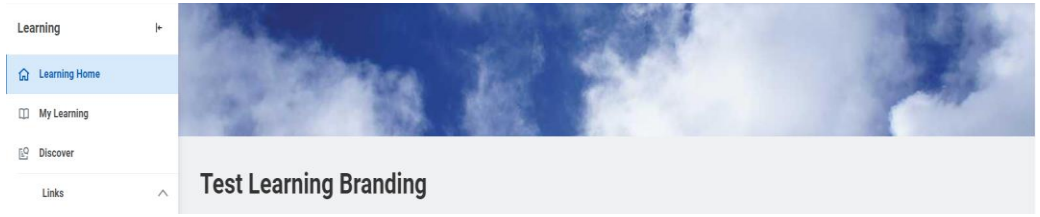
Before release

Learning home page



After release

Learning home page



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Thank you

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