HR Path.

Your way to people success

Workday Release 2023 R1

Expenses

Presenter

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HCM & Expenses

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SAFE HARBOR STATEMENT

This presentation may contain forward looking statements for which there are risks, uncertainties and assumptions. If risks materialize or assumptions prove incorrect, Workday's business results could differ from the results implied in this presentation.

Any unreleased services, features or enhancements that are not currently available are subject to change at Workday's discretion.

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OPT-IN OR AUTOMATICALLY AVAILABLE

- Set up required/Opt-in
- Automatically Available

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#1. Distance Calculation for Expenses as an innovation service

Feature Description

Workday continue to enhance distance calculation for expenses, reducing manual effort by now enabling you to enter round trips on a single line on expense reports and spend authorizations. For an improved user experience, Workday also now enable you to enter distances for daily commutes and route diversions separately.

Date

Preview : 06/08/2022
Production : 10/09/2022

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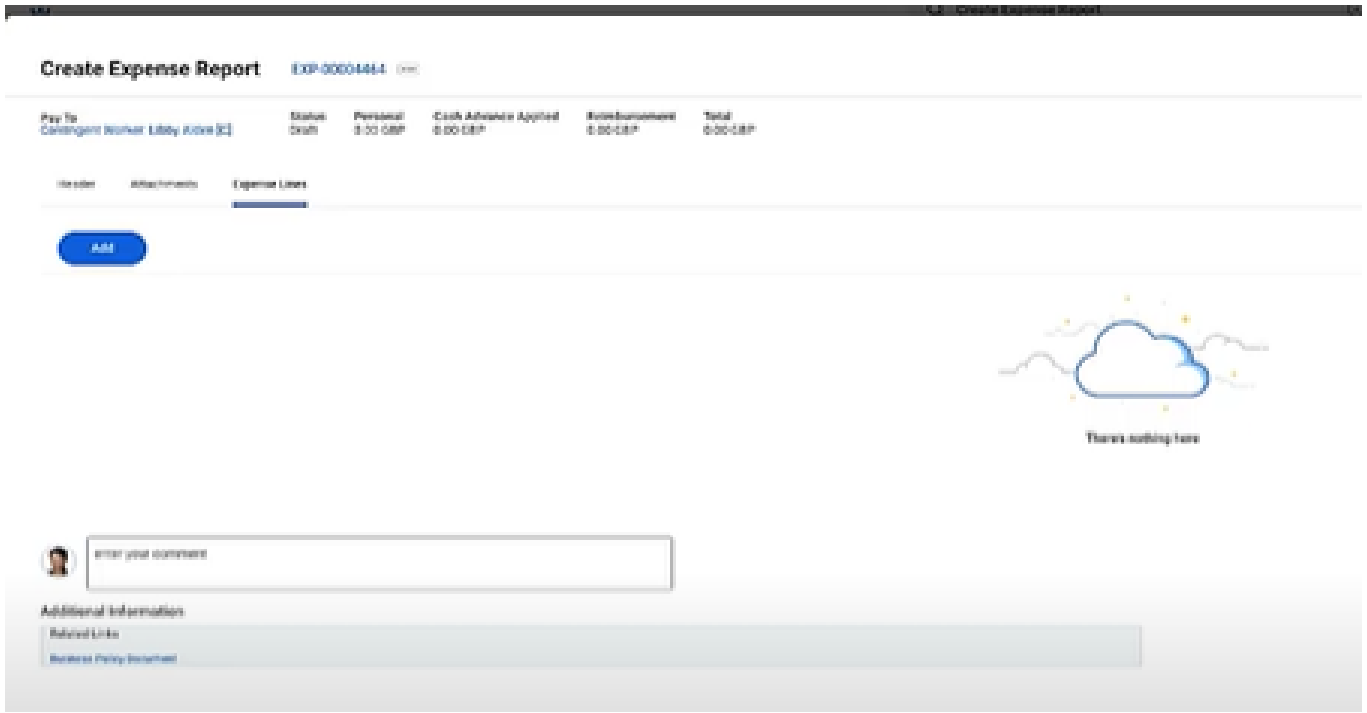
#1. Distance Calculation for Expenses as an innovation service



If we consider a classic example of an expense report, booked in a company who pays mileage for their employee, we would do it through « create expense report »

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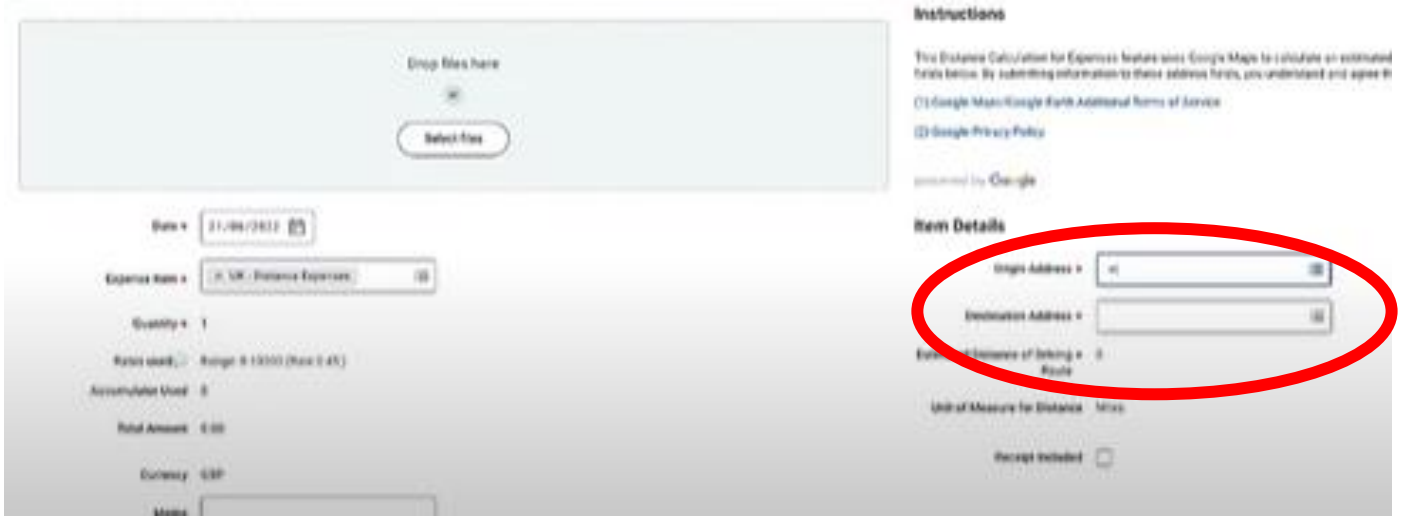
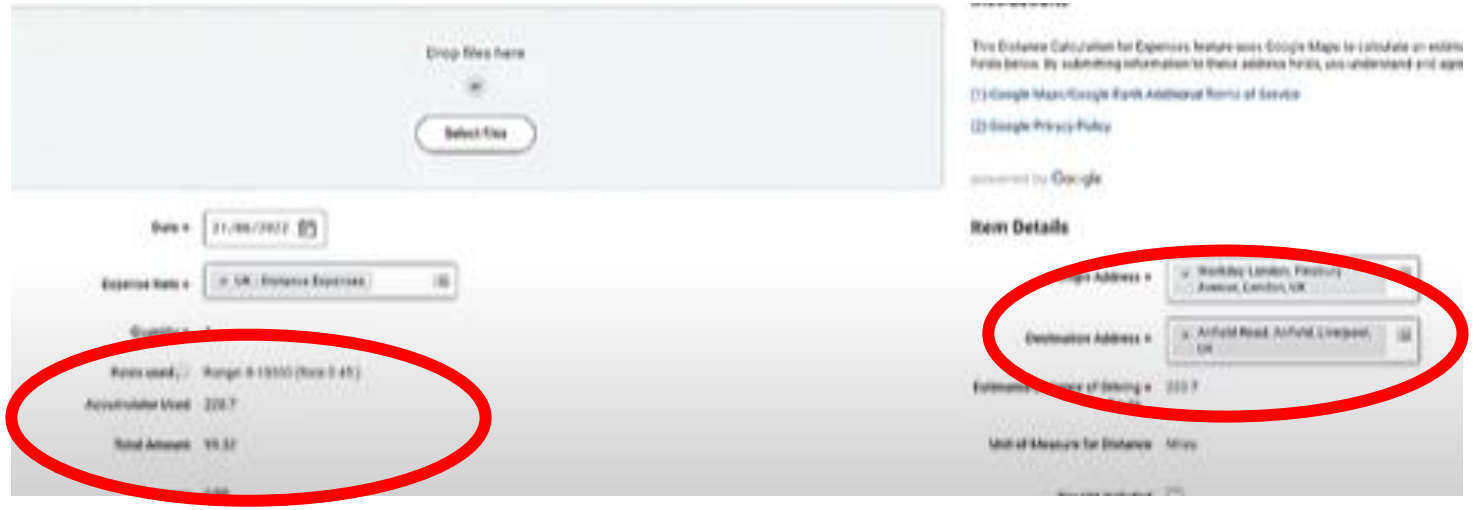
#1. Distance Calculation for Expenses as an innovation service



With this update, workday will be able to calculate and display the distance between your starting point and your destination, thanks to a new API.

Once your datas entered, the distance and the amount of the expense report will be automatically generated



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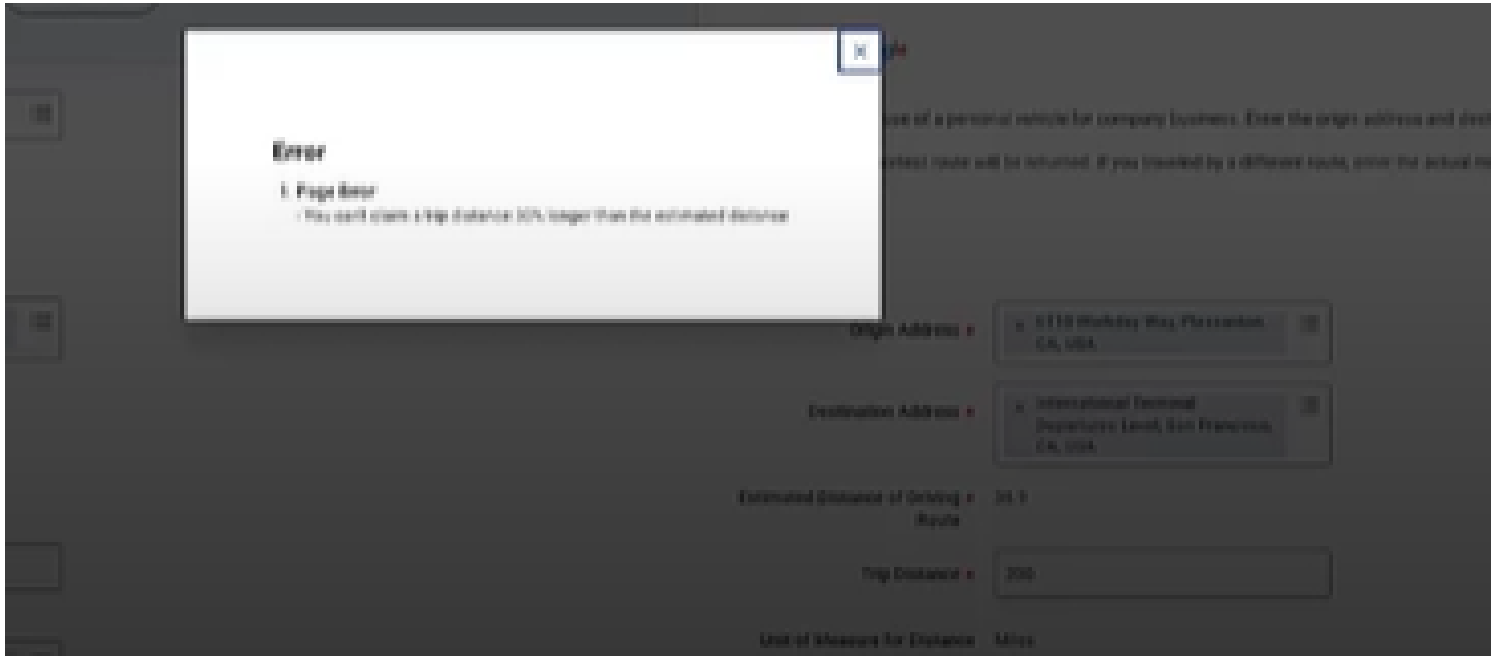
#1. Distance Calculation for Expenses as an innovation service



You will have, if needed the possibility to edit this amount. You will then be able also to set custom validation to define what is the maximum gap between the estimation and the amount that the employee put, otherwise an error will occur.

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#2. Expense Protect Service in Business Processes

Feature Description

Workday streamlines the Expense Protect approval process by now enabling you to route expense reports based on risk. This helps save time and reduce manual effort for expense partners.

Date

Preview : 06/08/2022
Production : 10/09/2022

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C1 - INTERNAL

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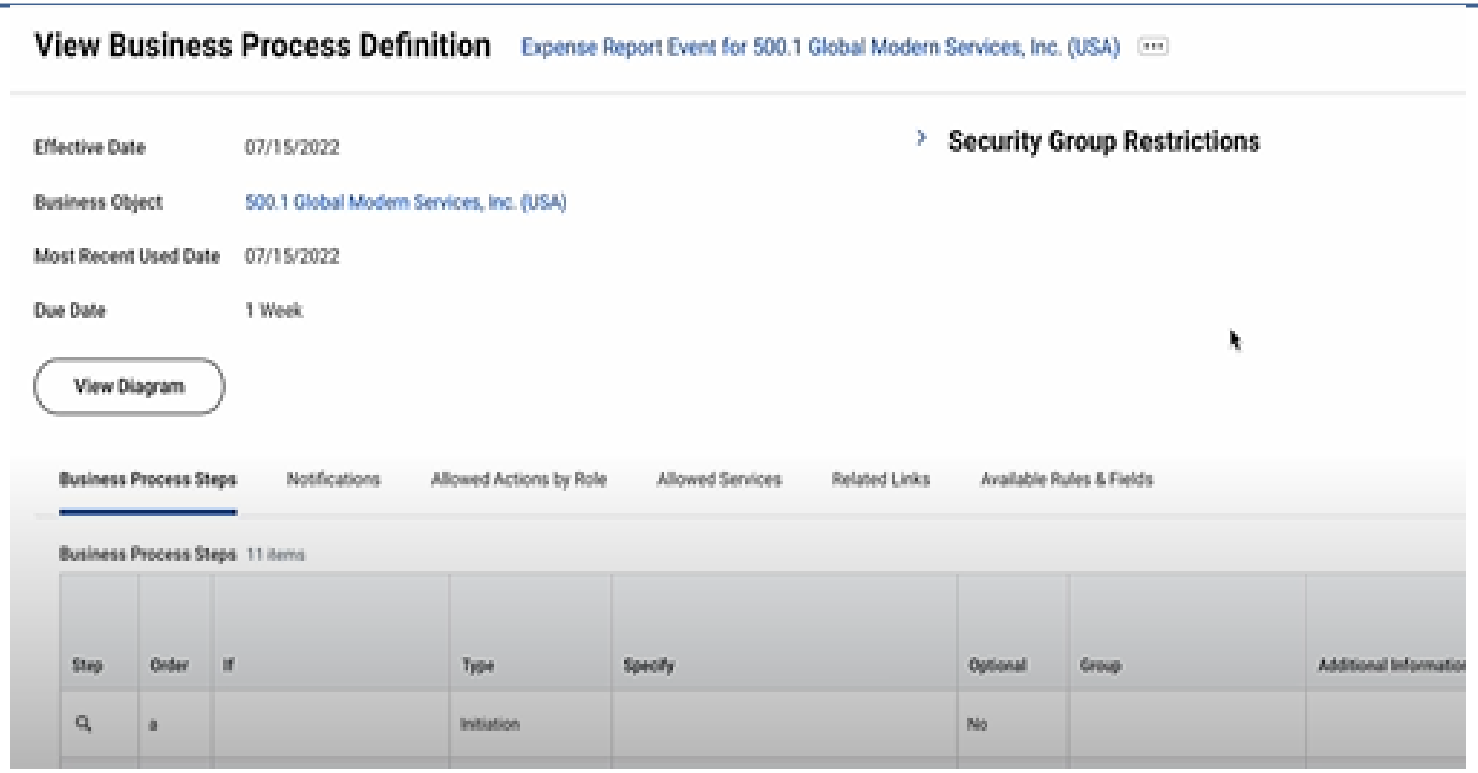
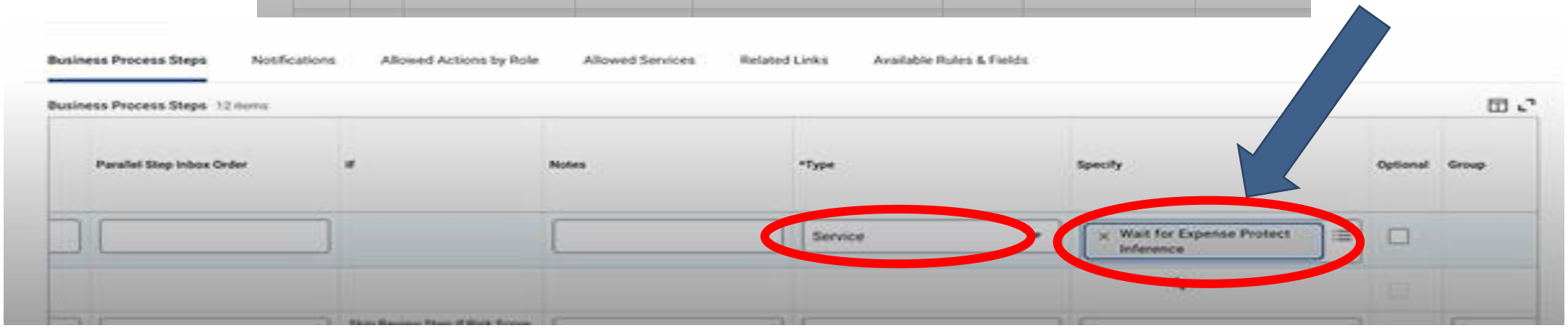
#2. Expense Protect Service in Business Processes



We are first adding a new step with the « service » type and select « wait for expense protect inference »



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#2. Expense Protect Service in Business Processes

	a2	Skip Review Step if Risk Score is low?	Action	Review Expense Report	No	Expense Partner

Search

View Business Process Condition

IF Skip Review Step if Risk Score is low THEN Entry of a2 - Review Expense Report

Triggers Workflow Step	a2 - Review Expense Report
Condition Rule	Skip Review Step if Risk Score is low
Description	Skip Review Step if Risk Score is low
Comment	(empty)
Category	(empty)
Derived Logic	(Risk Score greater than 80)

Rule Conditions | Rule Usage

Rule Conditions 1 item

And/Or	(	Source External Field or Condition Rule	Relational Operator	Comparison Type	Comparison Value
And	(	Risk Score	greater than	Value specified in this filter	

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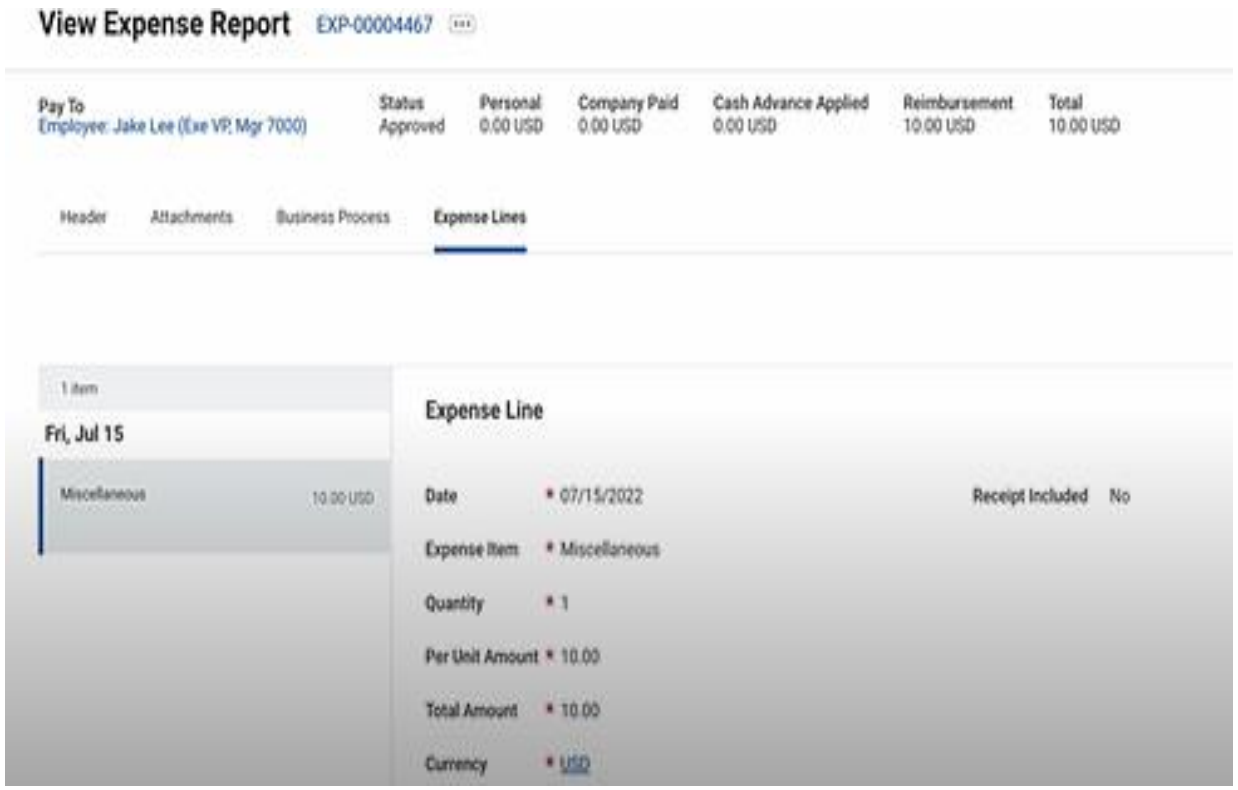
#2. Expense Protect Service in Business Processes



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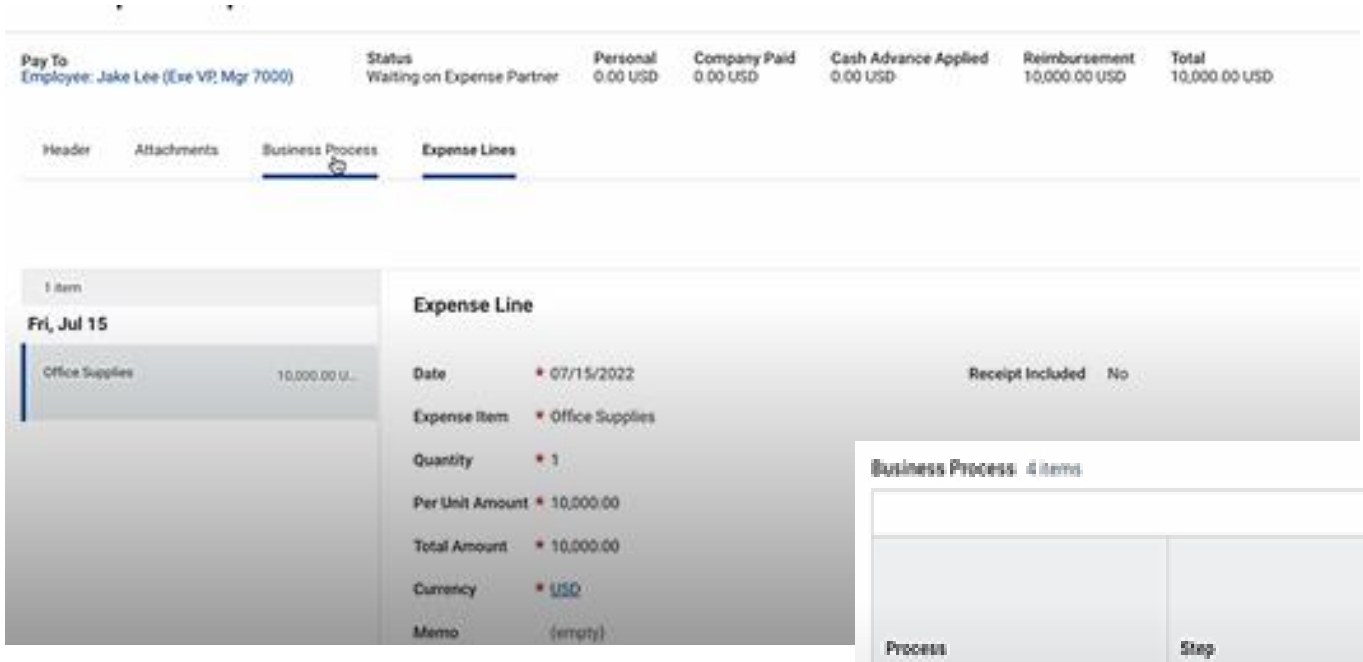
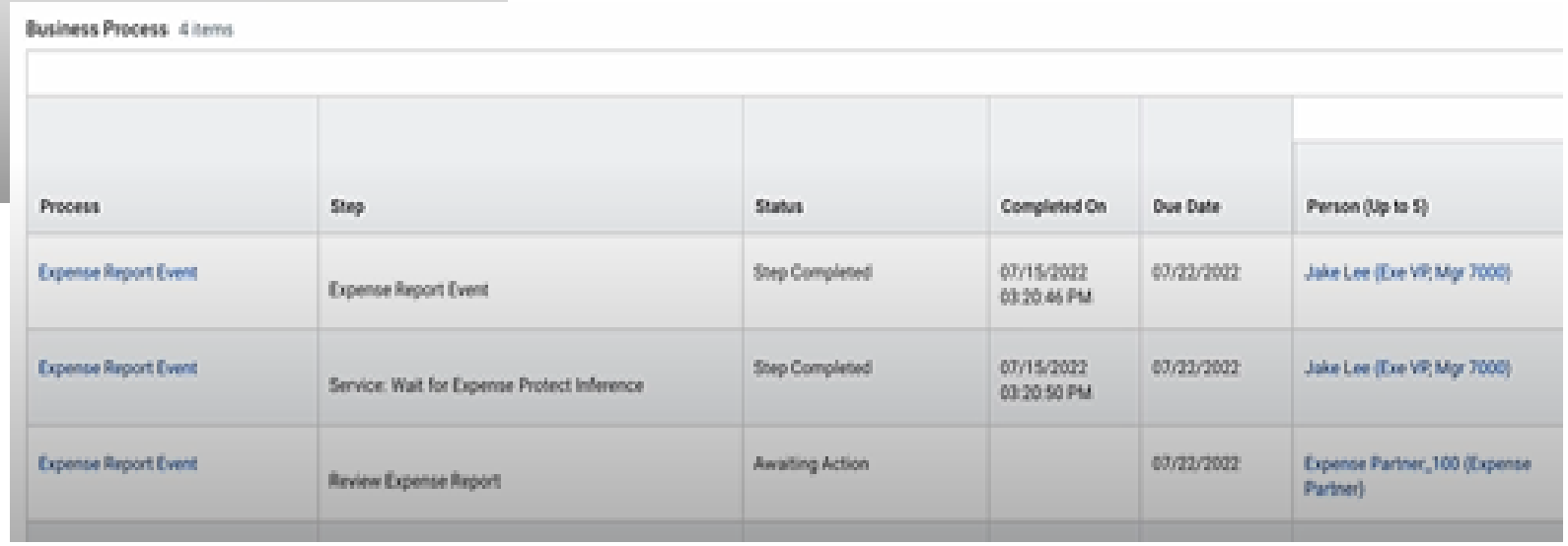
#2. Expense Protect Service in Business Processes





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#3. Expenses paid with corporate cards

Feature Description

Workday continues to enhance how you submit expense reports by now enabling you to indicate expenses paid with corporate cards. This streamlines the expense report creation process and reduces duplicate expenses.

Date

Preview : 06/08/2022
Production : 10/09/2022

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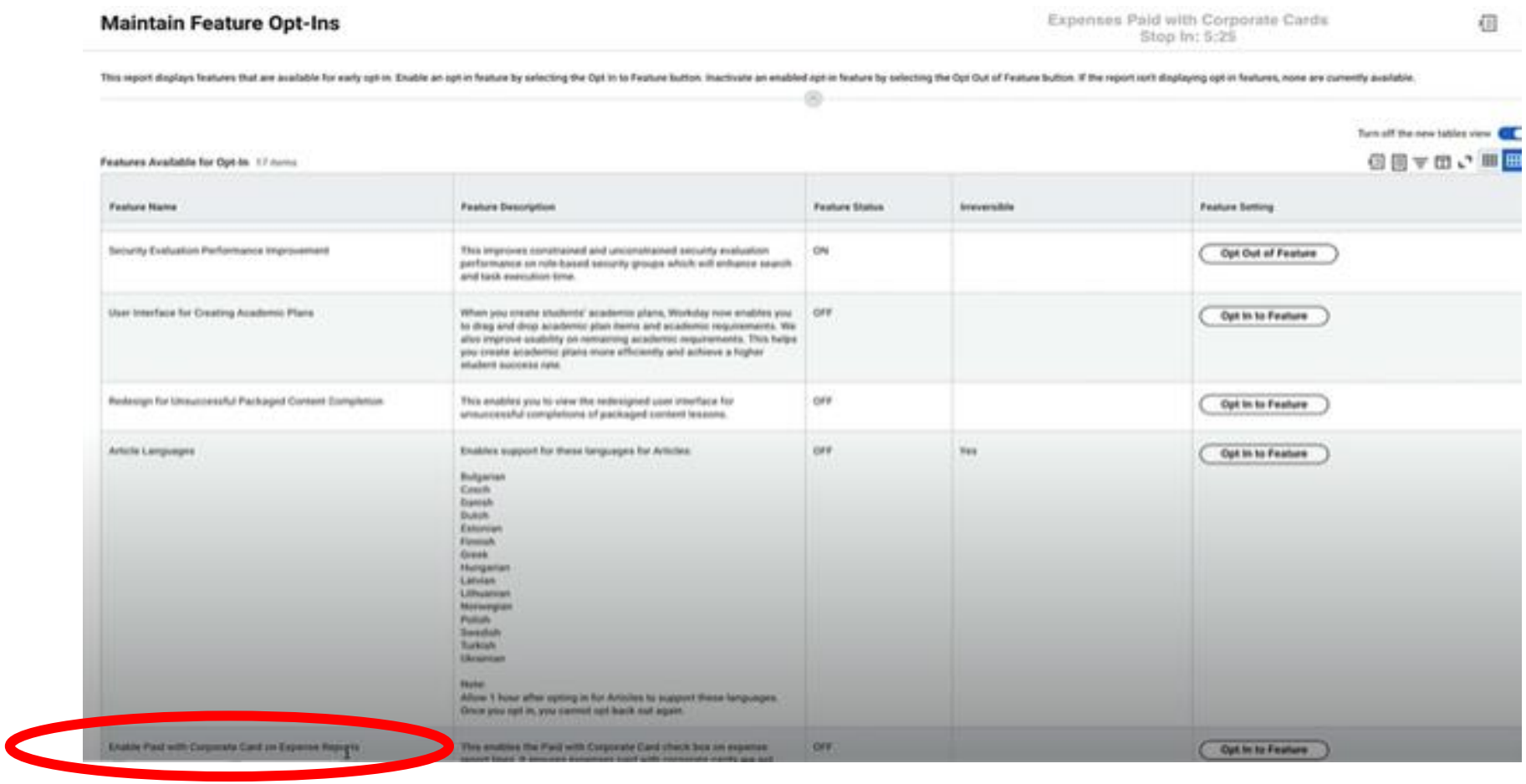
#3. Expenses paid with corporate cards



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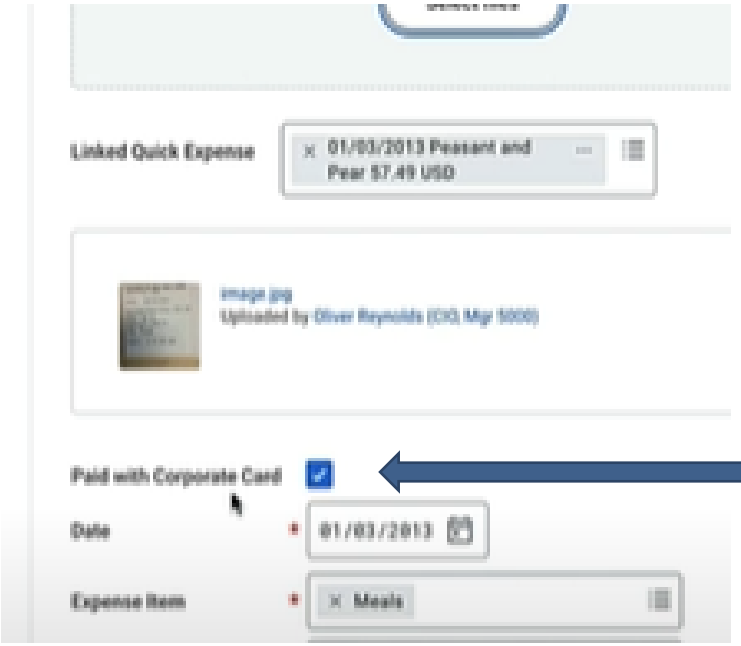
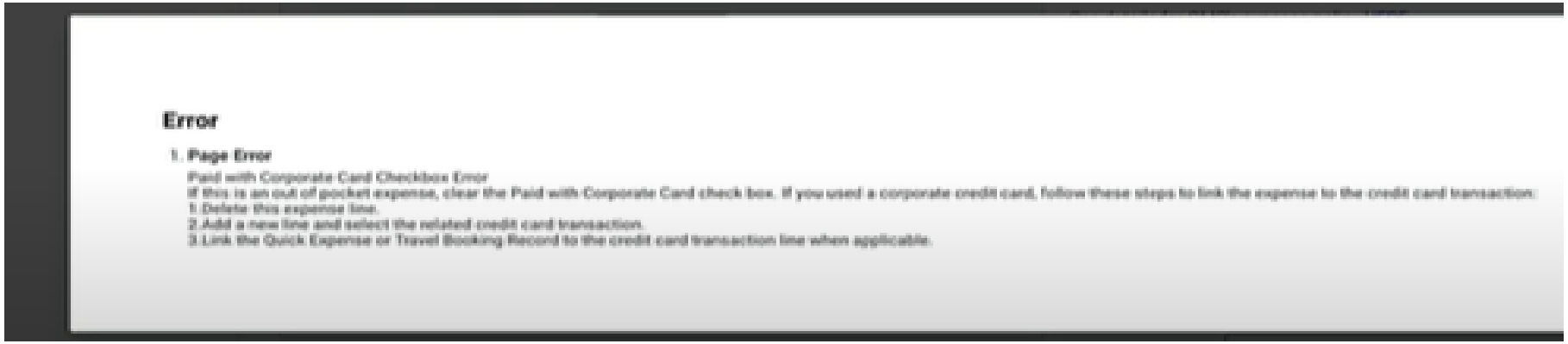
#3. Expenses paid with corporate cards



Check this box while submitting your expense report



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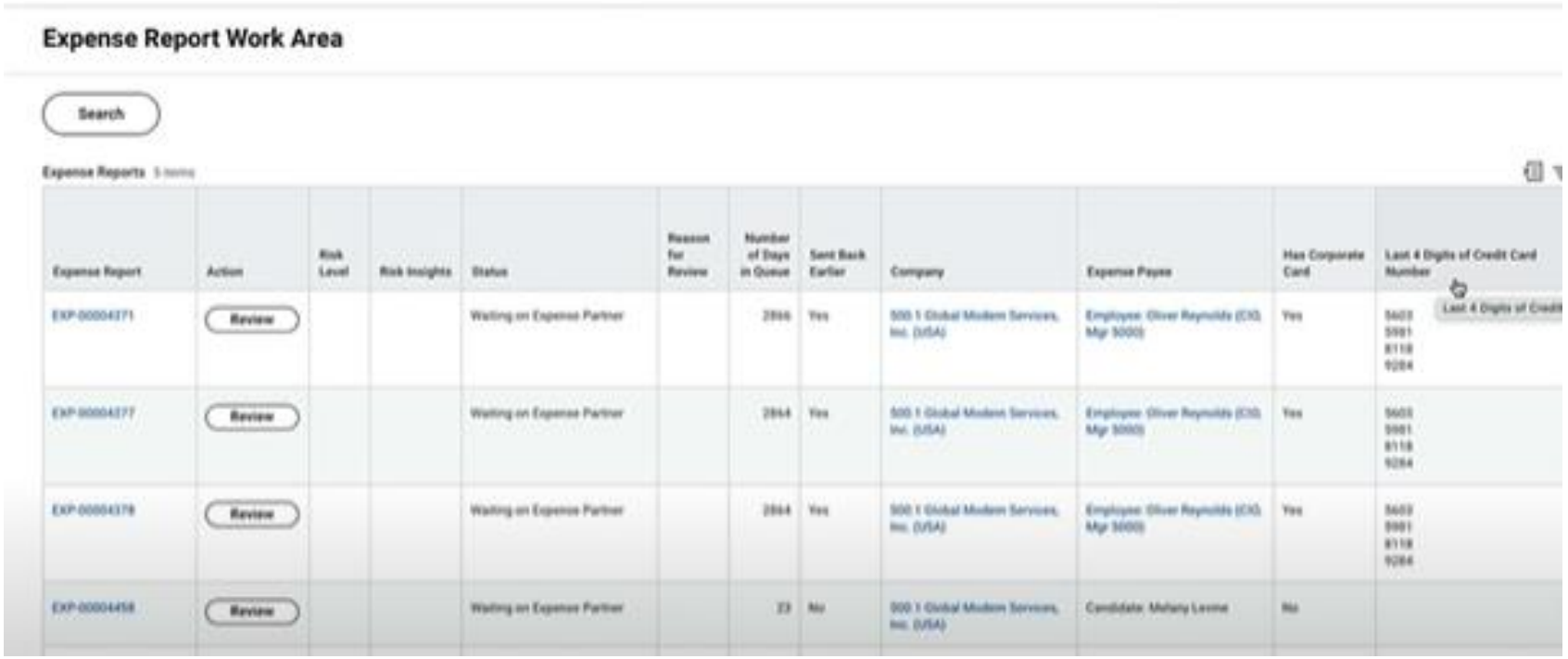
#3. Expenses paid with corporate cards



This new feature come with an update of the « expense report work area » report, which includes now 2 new columns : Has corporate card, & Last digit of credit card number

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#4. Schedule settlement runs

Feature Description

We improve the security of scheduled settlement runs by now enabling authorized users to schedule and view settlement runs without needing access to additional financial tasks.

Date

Preview : 29/04/2022
Production : 10/09/2022

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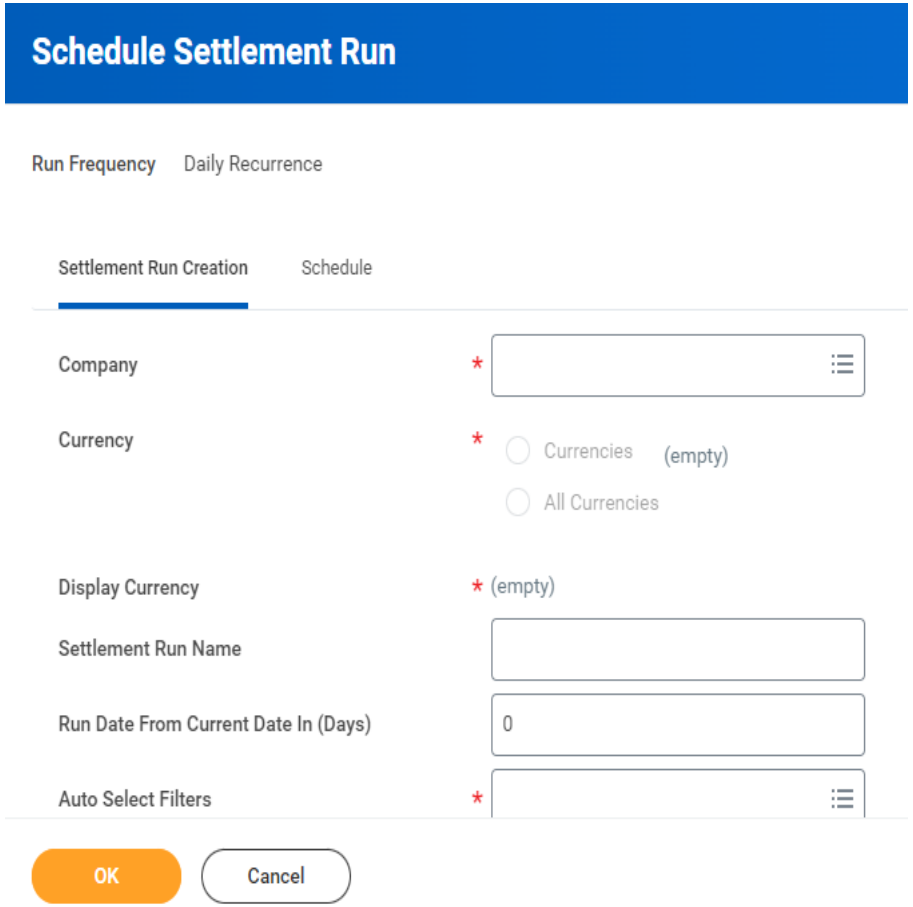
#4. Schedule settlement runs

Workday improves here the management and the security of this new feature.

Through the « schedule settlement run task », you will be able to define criterias for your settlement run, from the basic ones, to the ones related to the schedule.



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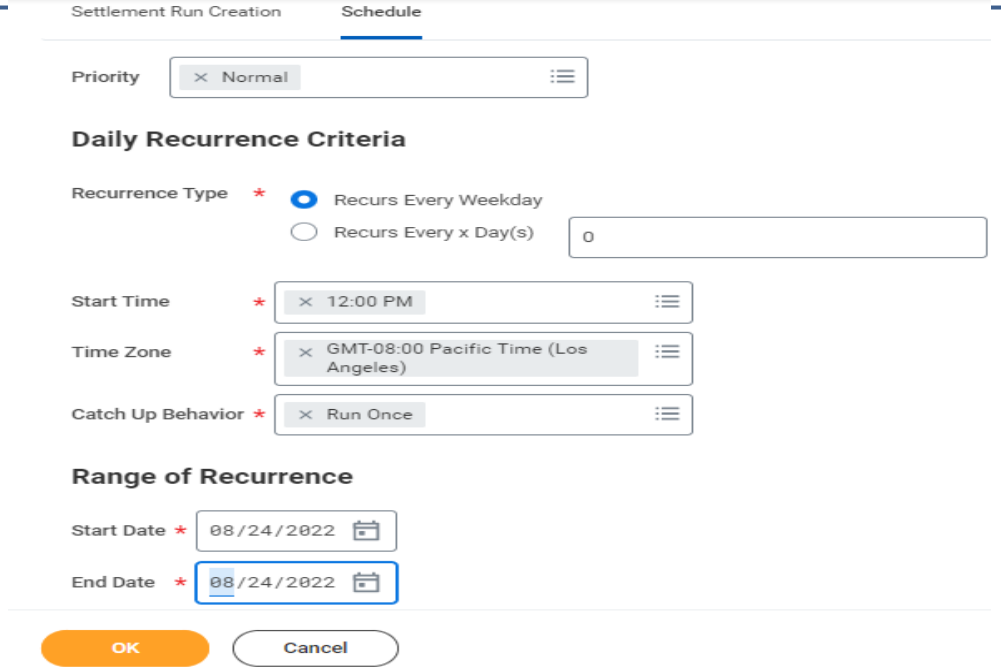
#4. Schedule settlement runs

Possibility to define the recurrence, the start time with different time zones, and the range of recurrence.

Workday provides here a new security enhancement, by delivering a new domain. Authorized viewers and users will be able to perform this without needing access to additional financial tasks.



View Scheduled Runs

Scheduled Processes 2 items

Process Type	Process	Request Name	Run Frequency	Catch Up Behavior	Owned By	Start Date	End Date	Status	N
Job	Settlement Run Create	Settlement Run Creation on 2022 08 23 06 25 -0700	Daily Recurrence	Run Once	David Allaglo	08/24/2022	08/24/2022	Active	08

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#5. Journal Line Anomaly Reasons

Feature Description

Workday continues to enhance Journal Insights functionality by providing more clarity on what is potentially making a journal line anomalous. This gives you increased visibility when we flag a journal line as an anomaly, enabling you to make a more informed decision to correct, confirm, or dismiss the anomaly.

Date

Preview : 06/08/2022
Production : 10/09/2022

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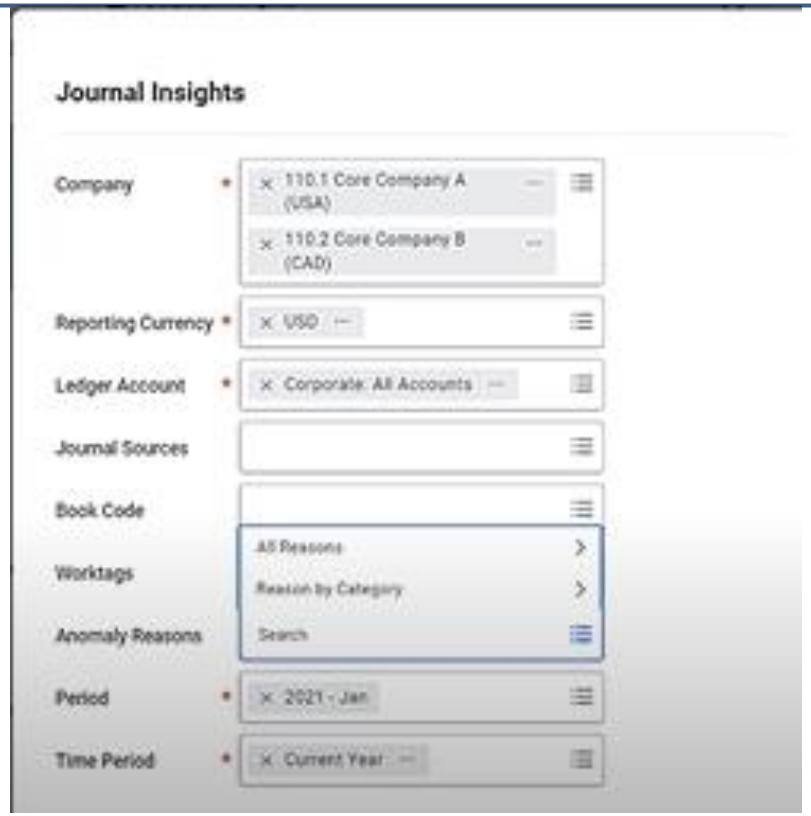
#5. Journal Line Anomaly Reasons

To have a look on the potential anomaly reasons, we use the Journal Insights



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#5. Journal Line Anomaly Reasons

You have now access to a big range of possible anomaly reasons to filter on

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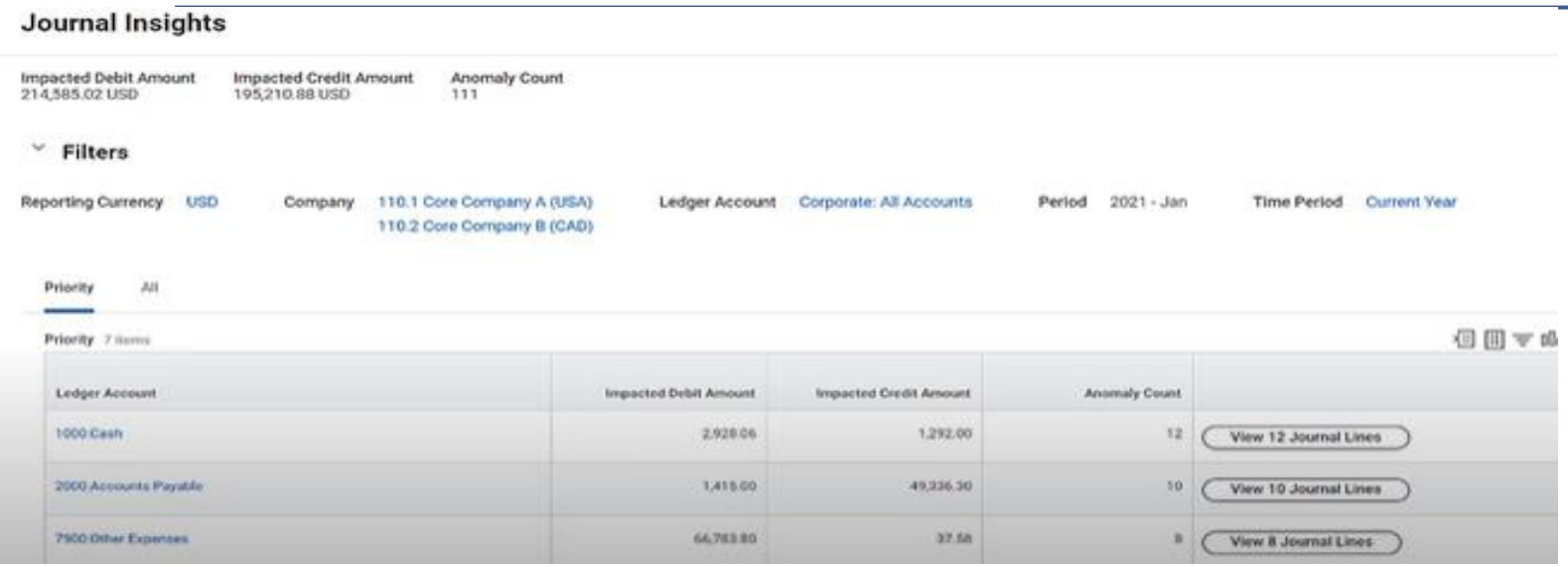
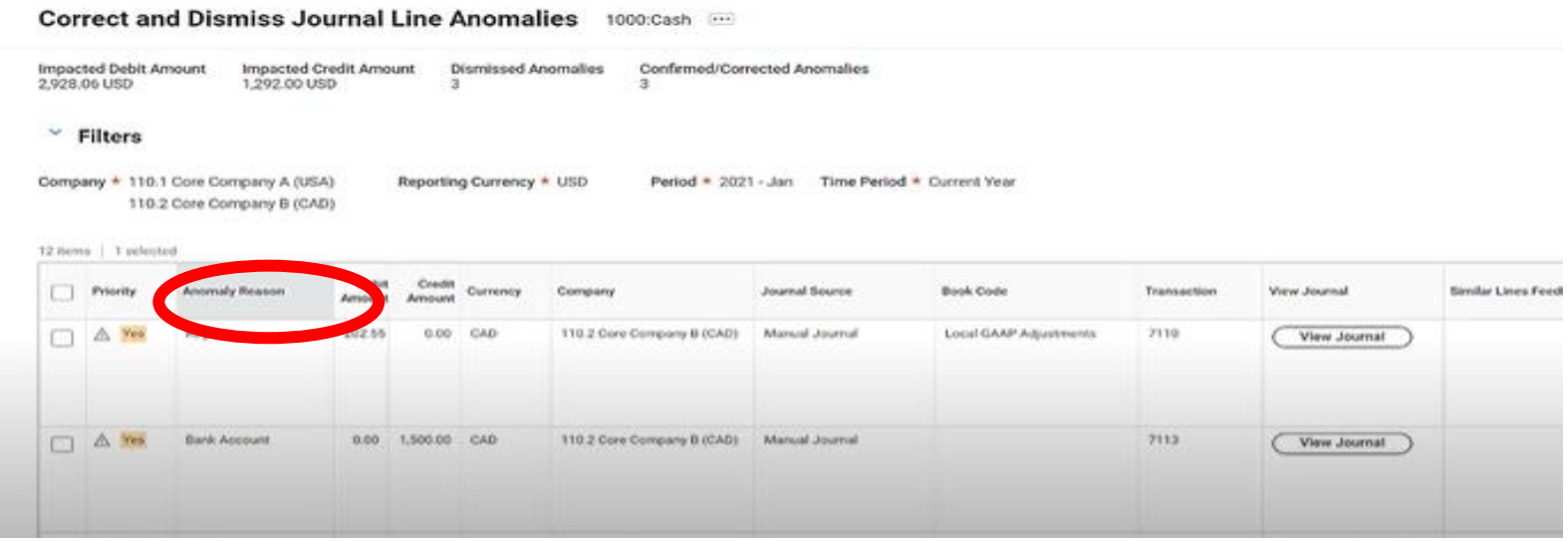
#5. Journal Line Anomaly Reasons





Clear view on the reason of the anomaly

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#5. Journal Line Anomaly Reasons

Workday also provides here the recommended worktag to use

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#6. Data migration for secondary asset books

Feature Description

Workday now enables you to migrate an asset to a secondary asset book with beginning cost balances. This eliminates the need for separate cost adjustments when you add an asset book to an asset, streamlining multibook asset accounting.

Date

Preview : 06/08/2022
Production : 10/09/2022

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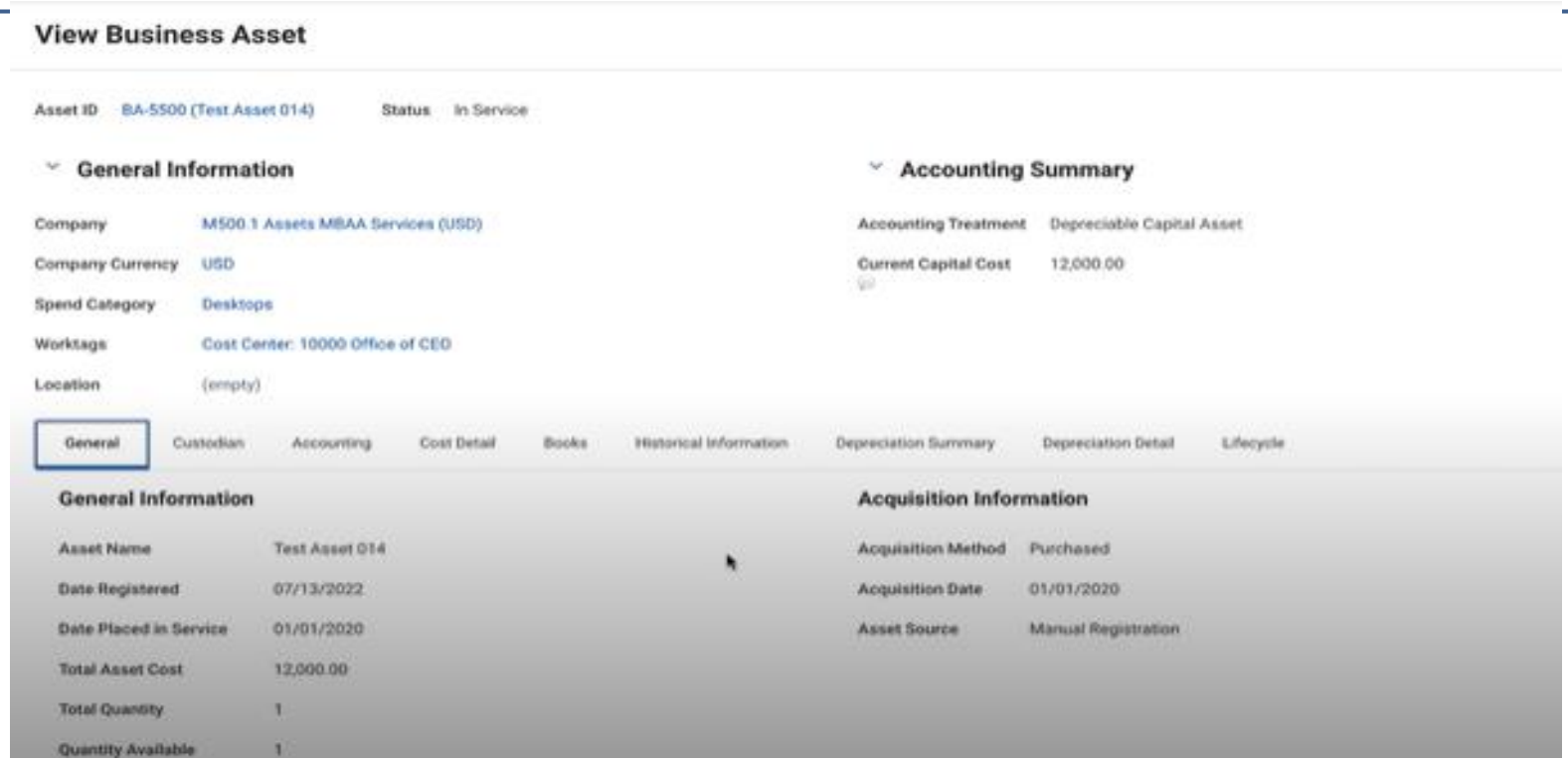
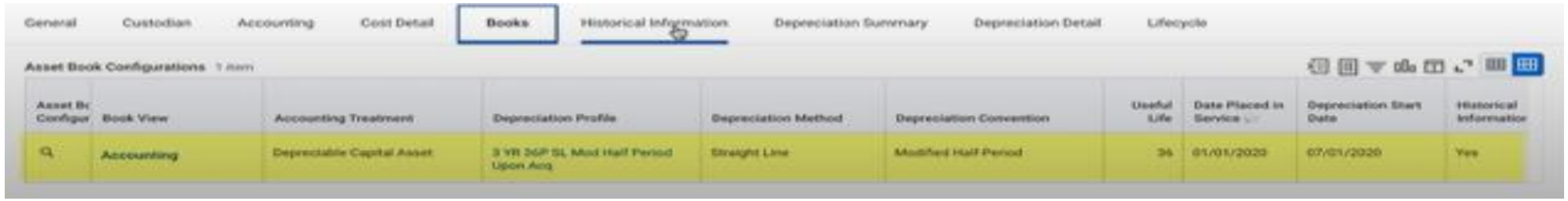
#6. Data migration for secondary asset books





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#6. Data migration for secondary asset books

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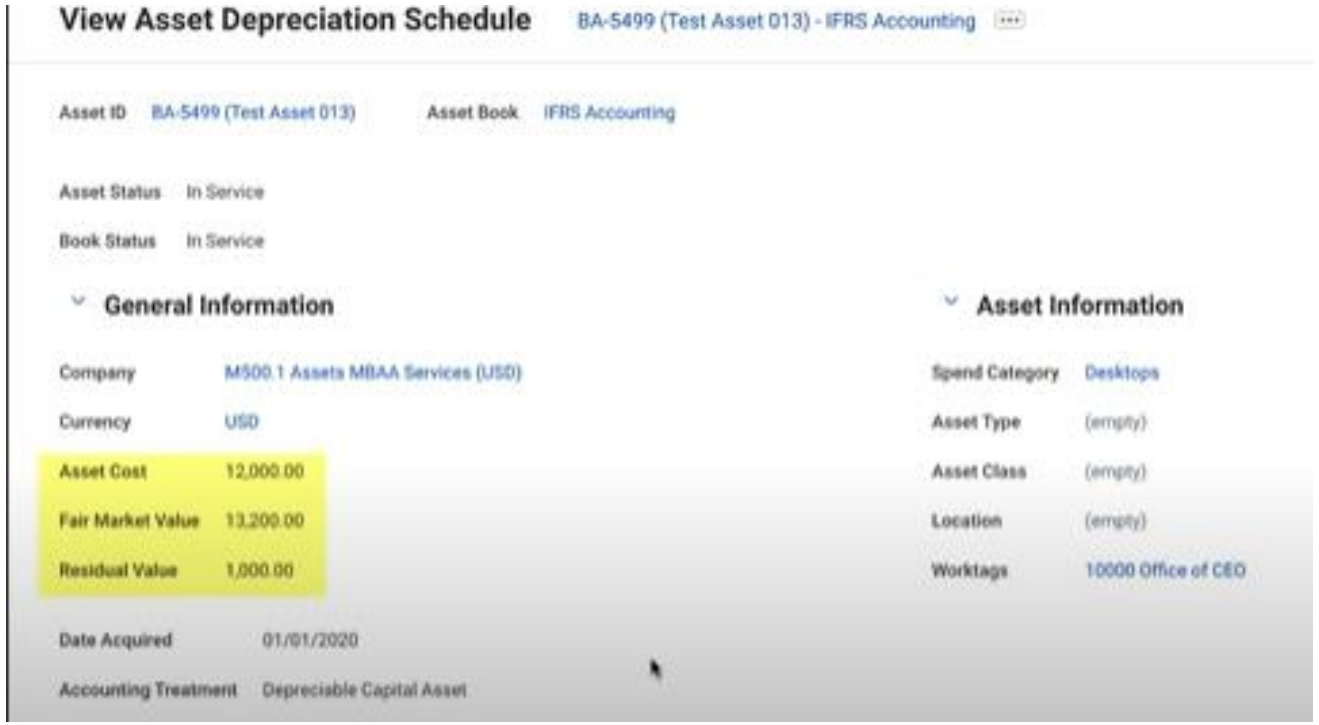
#6. Data migration for secondary asset books



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#7. Customer Invoice Email and Print Process

Feature Description

We continue to improve how you email and print customer invoices by now delivering a high-volume grid that can support up to 10,000 customer invoices. This provides greater flexibility in invoice selection, reduces processing times, and improves security by preventing incorrect configurations.

Date

Preview : 06/08/2022
Production : 10/09/2022

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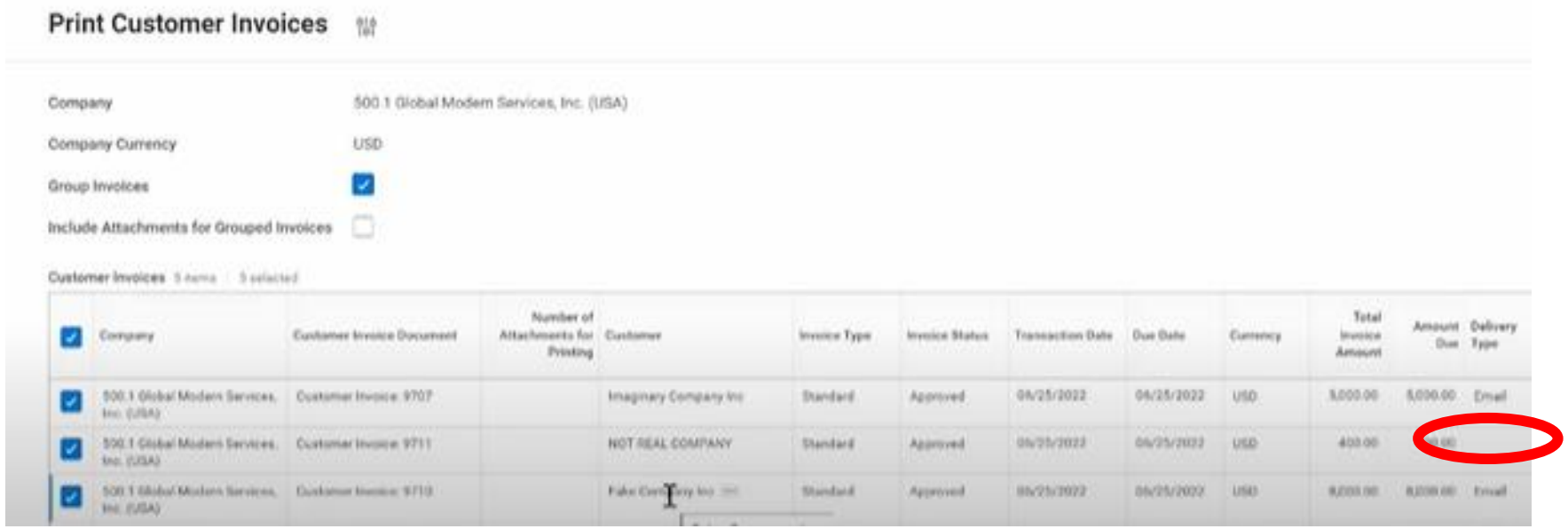
#7. Customer Invoice Email and Print Process



In this example we are about to print invoices from 3 different companies. Important to notice that « Not real company » doesn't have any delivery types, and that « Fake company » doesn't have any email recipient set up,vnor « bill to contact »

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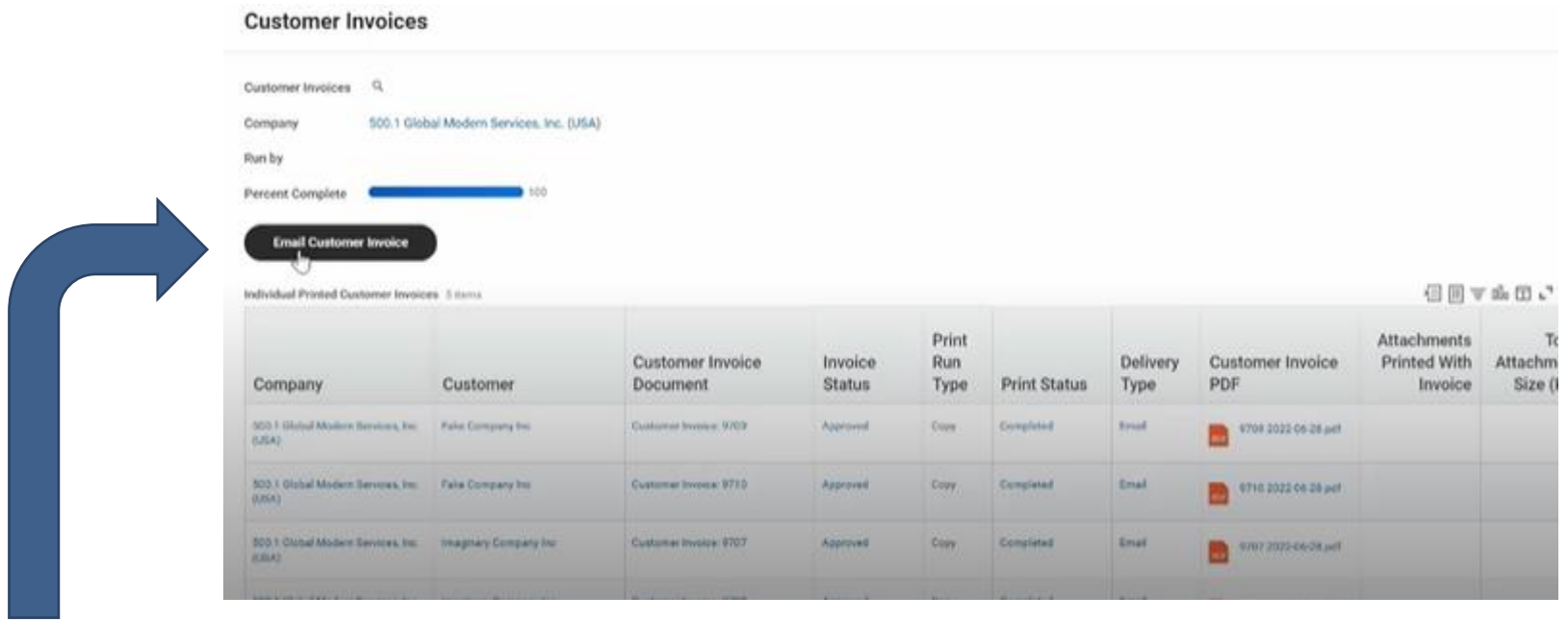
#7. Customer Invoice Email and Print Process



By clicking on this button, we can send all the invoices to their recipients simultaneously. Moreover, with this release, this function allows you yo send 10 000 invoices at the same time.

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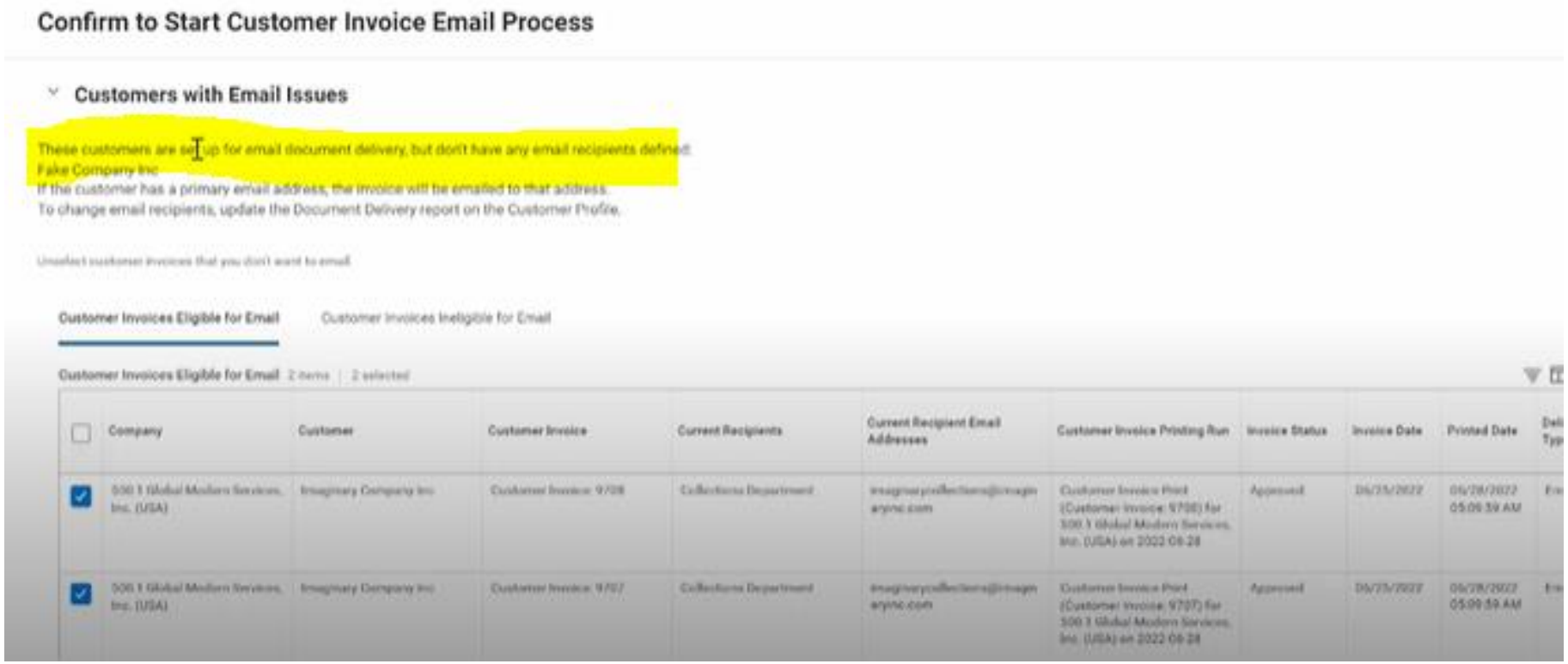
#7. Customer Invoice Email and Print Process



As planned, the system had some issues emailing to customers without enough email datas

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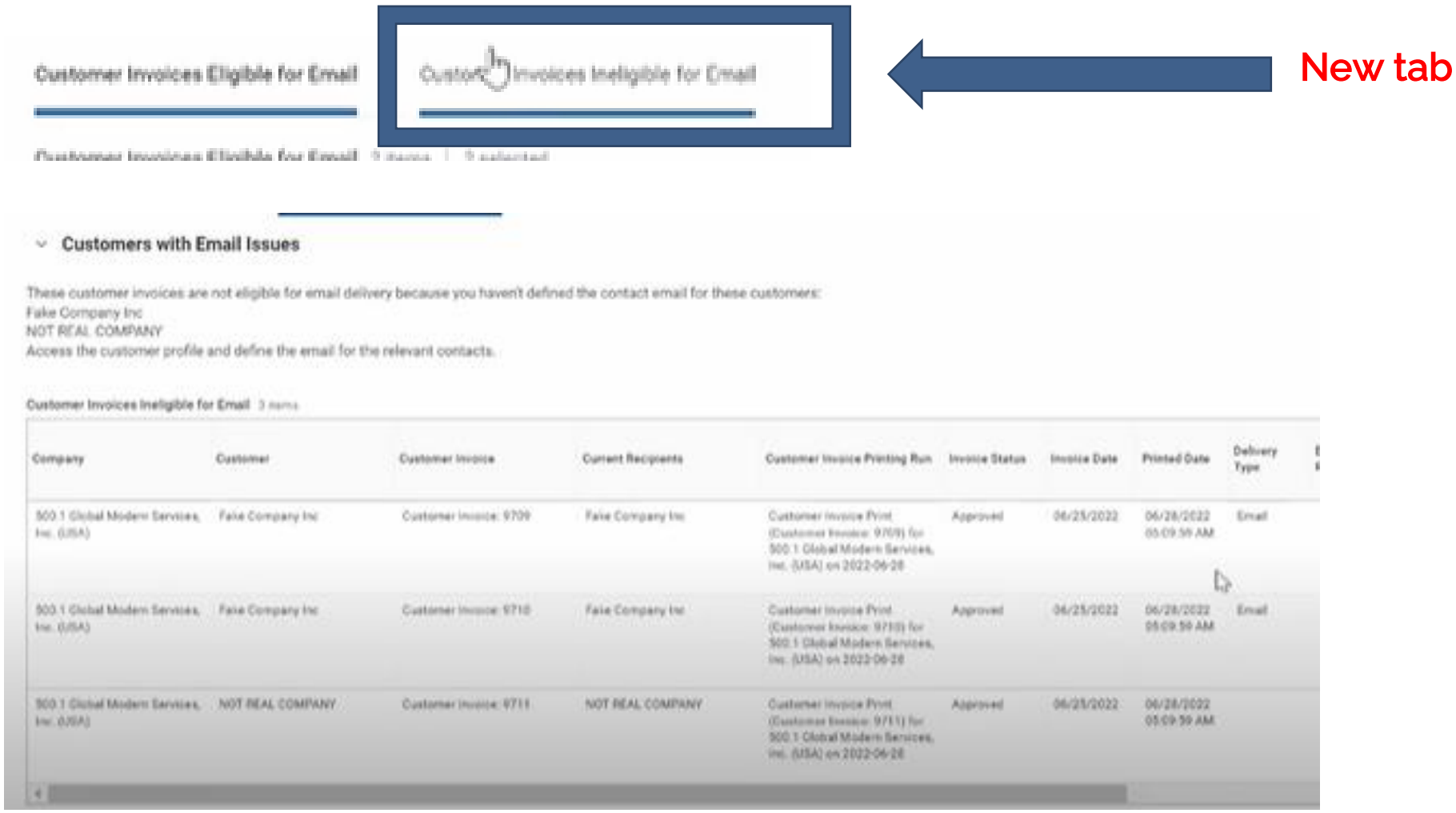
#7. Customer Invoice Email and Print Process



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#8. Business Asset Reporting

Feature Description

With this release, Workday redesigns business asset reporting functionality. We streamline the general ledger reconciliation process by now enabling you to report on asset accumulated depreciation details, cost details, depreciation lines, and journal lines.

Date

Preview : 06/08/2022
Production : 10/09/2022

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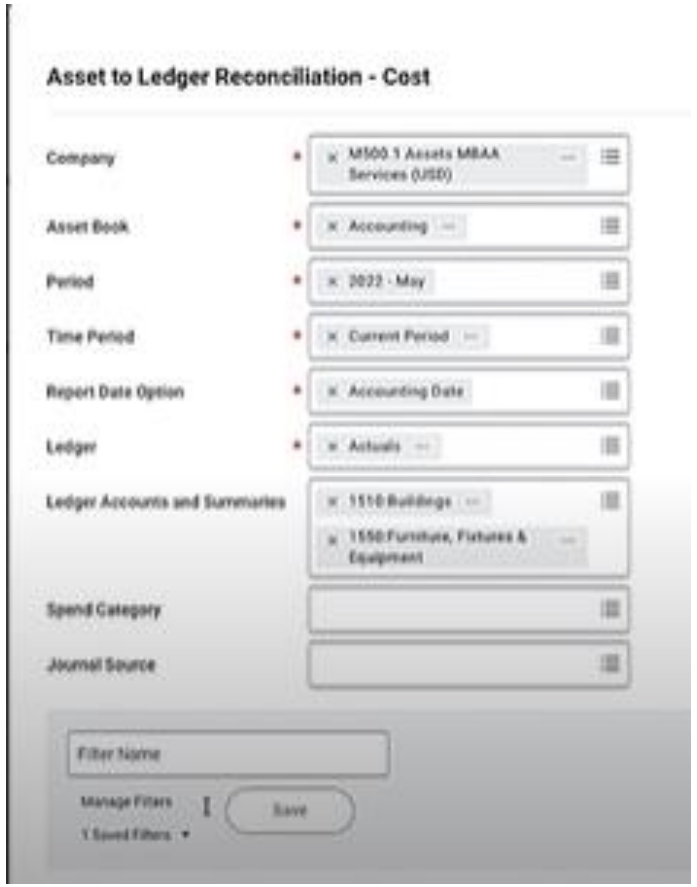
#8. Business Asset Reporting



Possible selection of a range of period

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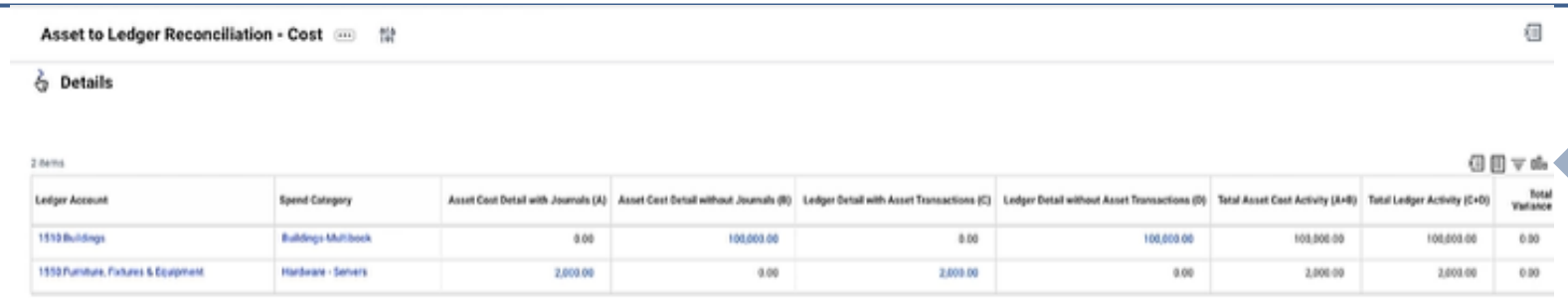
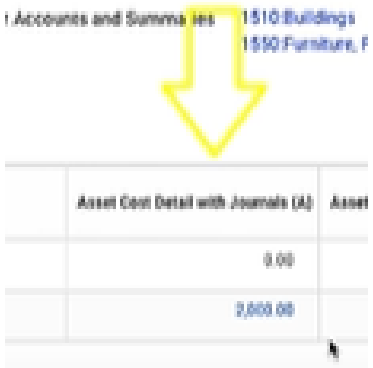
#8. Business Asset Reporting



Two assets created, one through supplier invoice, one through manual registration



The one created with supplier invoice will appear in « asset cost detail with journals »

If we drill down those 2000, we have the details of our invoice, with informations associated to the asset ID

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#8. Business Asset Reporting

The one created manually will appear in « asset cost detail without journals »

Since manually created asset doesn't an accounting attached, we created a manual journal. You will find it in column D

If we drill down, we have the details of the manually registered asset, with informations associated to the asset ID

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#8. Business Asset Reporting

You will find here the manual journal, to account for the missing depreciation journal

We also added a journal source column in this report to help and reconcile depreciation transactions. You will be able to quickly locate transacitons when reconciling.

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#9 Apply customer invoice adjustment to Multiple Customers

Feature Description

Workday now enables you to apply a customer's credit invoice adjustment to 1 or more different customers, giving you increased flexibility and control in how you apply adjustments.

Date

Preview : 06/08/2022
Production : 10/09/2022

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#9 Apply customer invoice adjustement to Multiple Customers

Today, many companies provides good and services directly to their customer's subsidiaries. At the time of payment , it is common for the parent organization to make a payment on behalf of the subsidiary. When this is the case, the parent organization may prefer to use adjustment from one subsidiary to use it on another invoice for another subsidiary, to streamline payment processing and decrease costs.

Customer	Customer ID	Customer Name	Customer Status	Customer Approval Status	Customer Category	C
Imaginary Company	C-0074	Imaginary Company	Active	Approved	Business Services	
Imaginary Company - Subsidiary A	C-0075	Imaginary Company - Subsidiary A	Active	Approved	Consumer Products	
Imaginary Company - Subsidiary B	C-0076	Imaginary Company - Subsidiary B	Active	Approved	Financial Services	

For this example, Imaginary company would be the parent company. We will use an adjustment from subsidiary B on an invoice from subsidiary A

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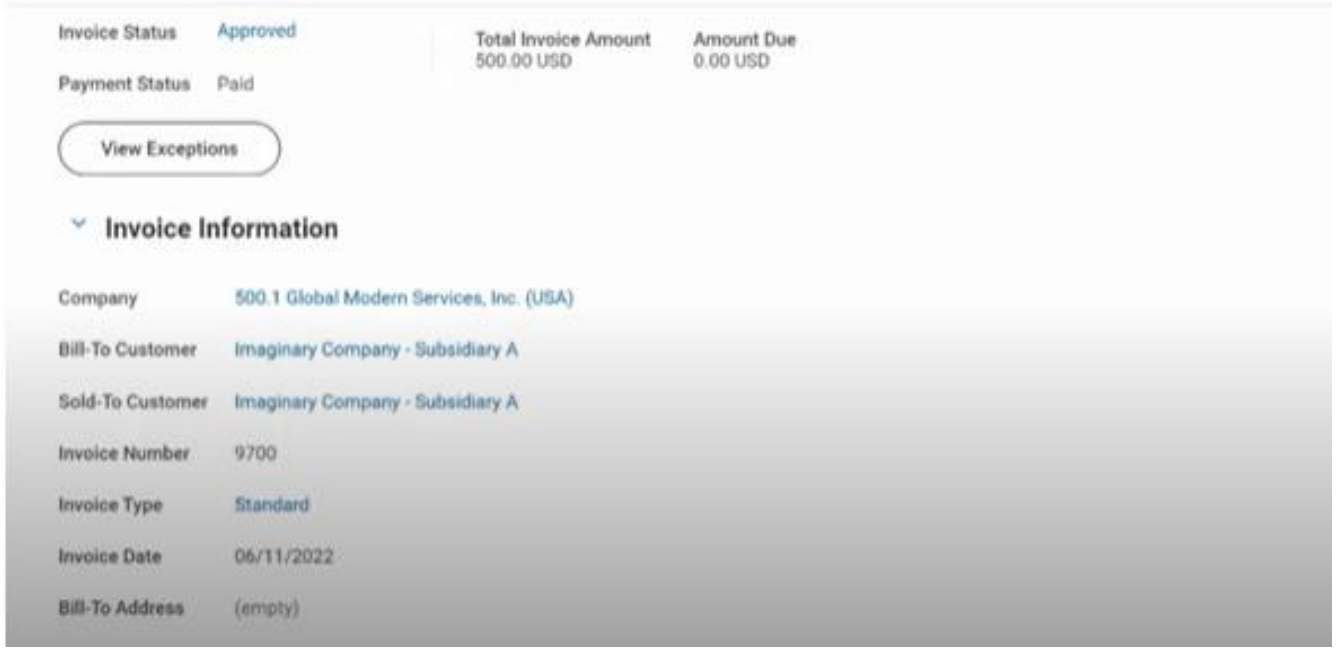
#9 Apply customer invoice adjustement to Multiple Customers



Invoice from GMS USA to Imaginary Company – Subsidiary A

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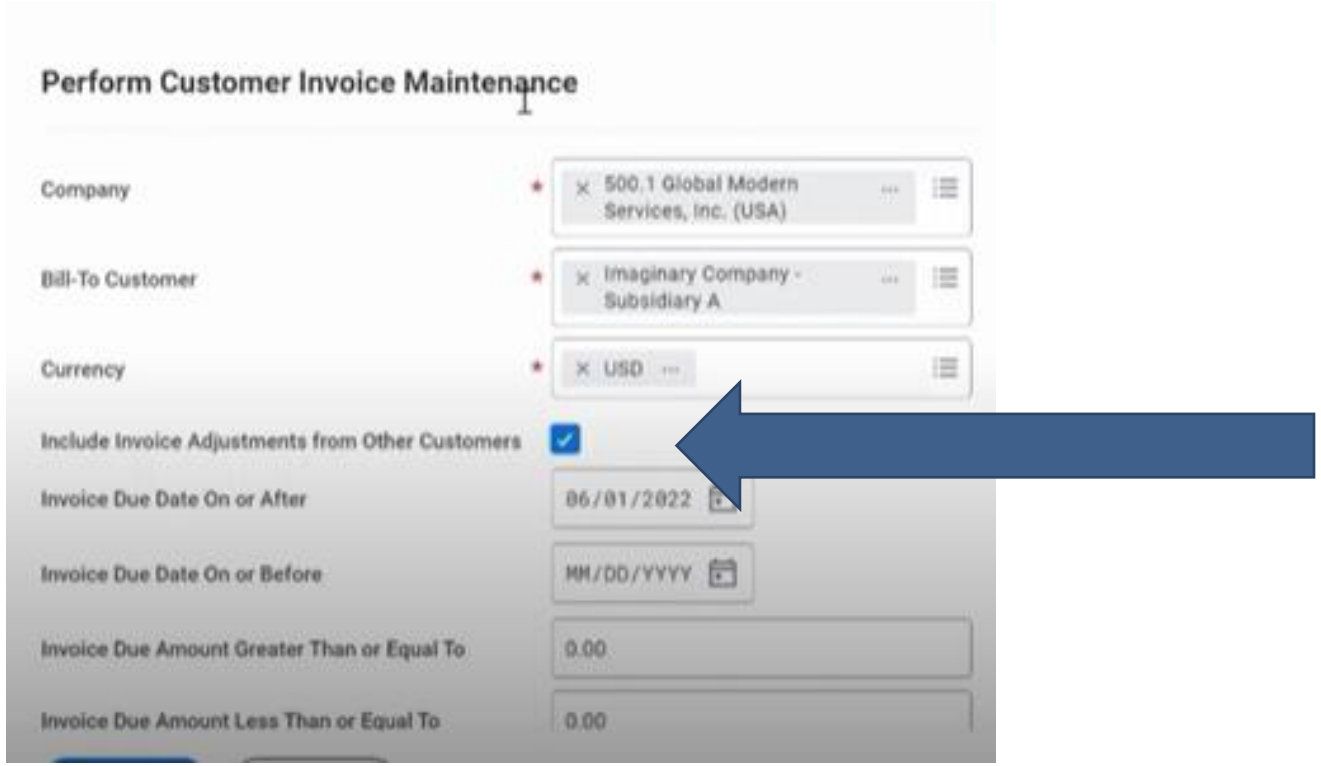
#9 Apply customer invoice adjustement to Multiple Customers



We select the invoice of the subsidiary A, which has been sent by 500.1 GMS company.
We must check the box « include invoice adjustments from other customers » to be able to apply an adjustment from another company on it.

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#9 Apply customer invoice adjustement to Multiple Customers

We found our invoice and are now able to select the adjustment we want

We found the adjustment from the other customer Subsidiary B and we can apply on our invoice

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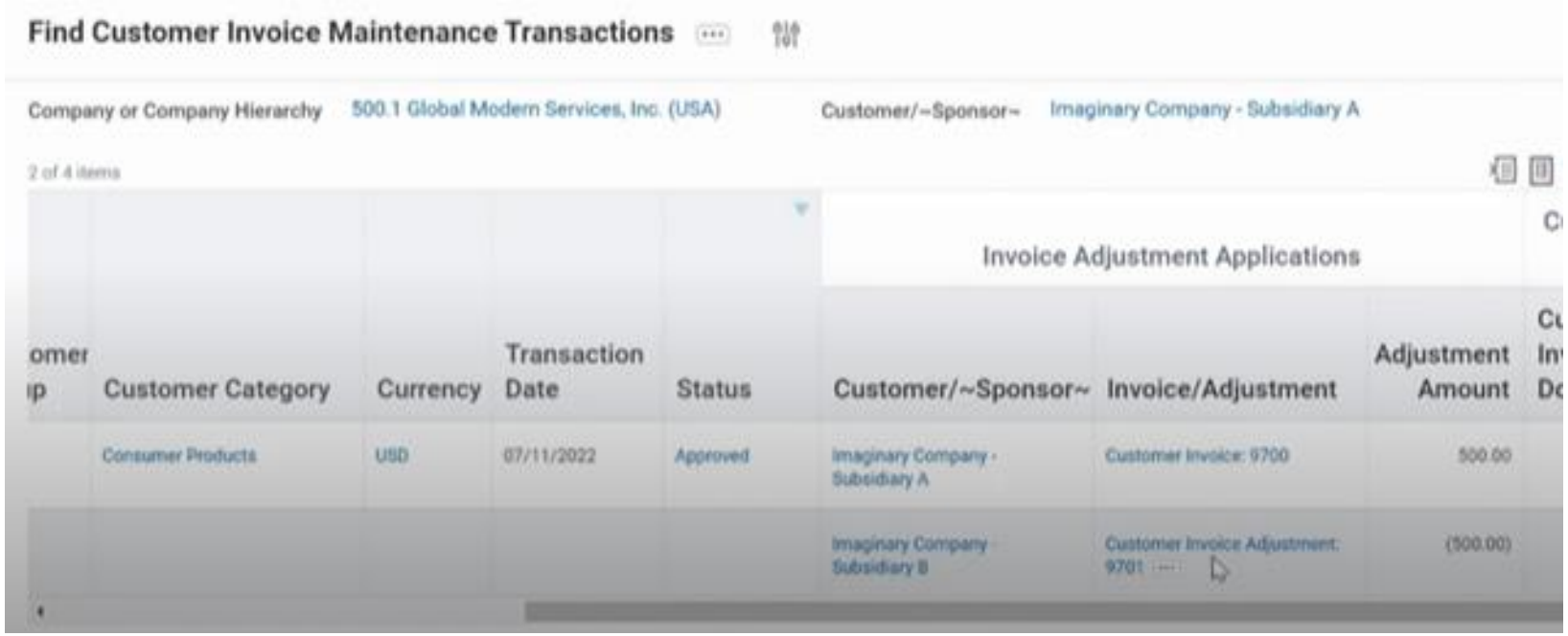
#9 Apply customer invoice adjustement to Multiple Customers



We can see that we successfully applied the customer invoice adjustment from the subsidiary B to the invoice from the subsidiary A

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#10 Include invoice attachments in printed PDF

Feature Description

With this update, Workday provides the ability to include customer invoice attachments when you print them in a single PDF, reducing the manual effort associated with providing additional documents.

Date

Preview : 10/06/2022
Production : 10/09/2022

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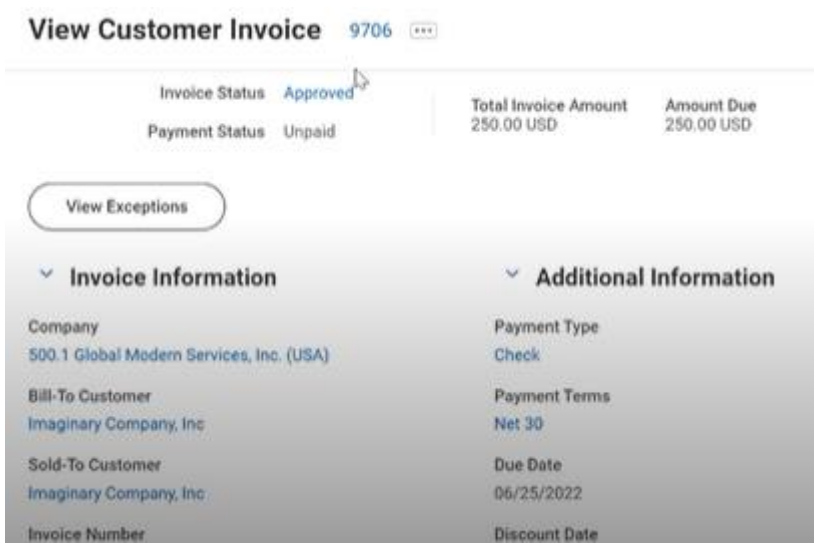
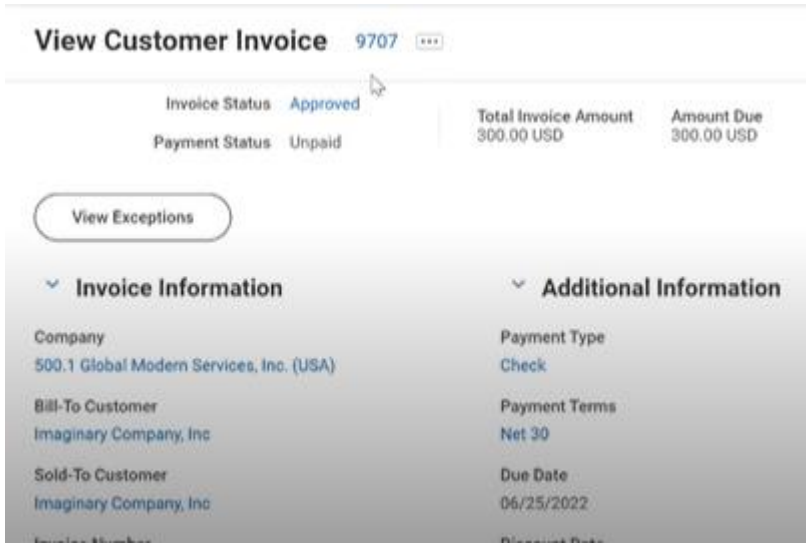
#10 Include invoice attachments in printed PDF





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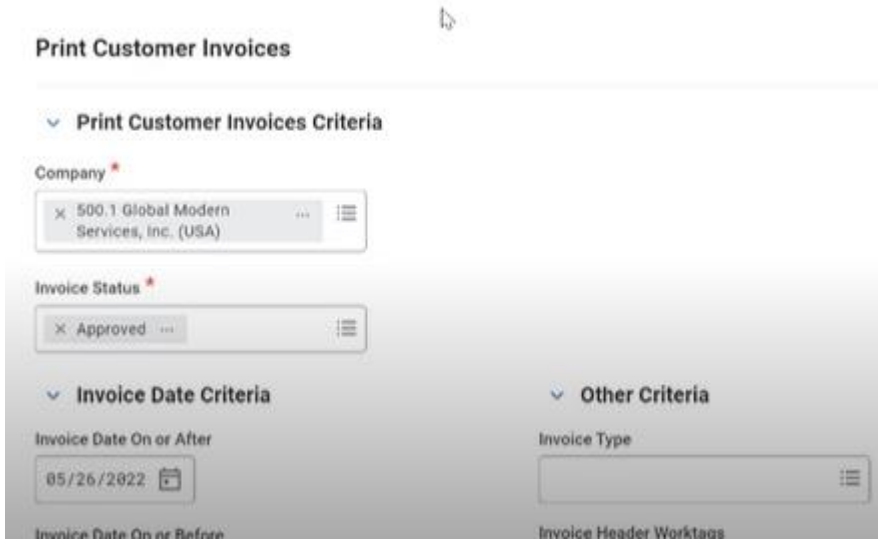
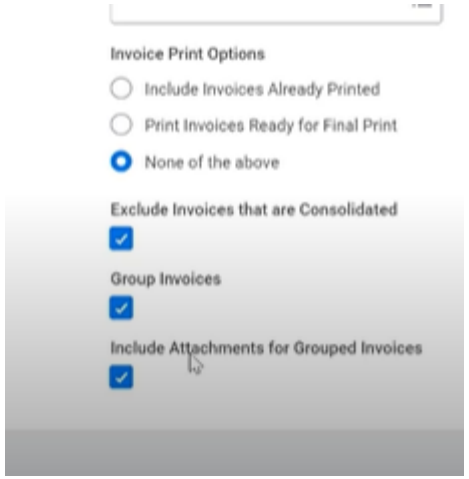
#10 Include invoice attachments in printed PDF





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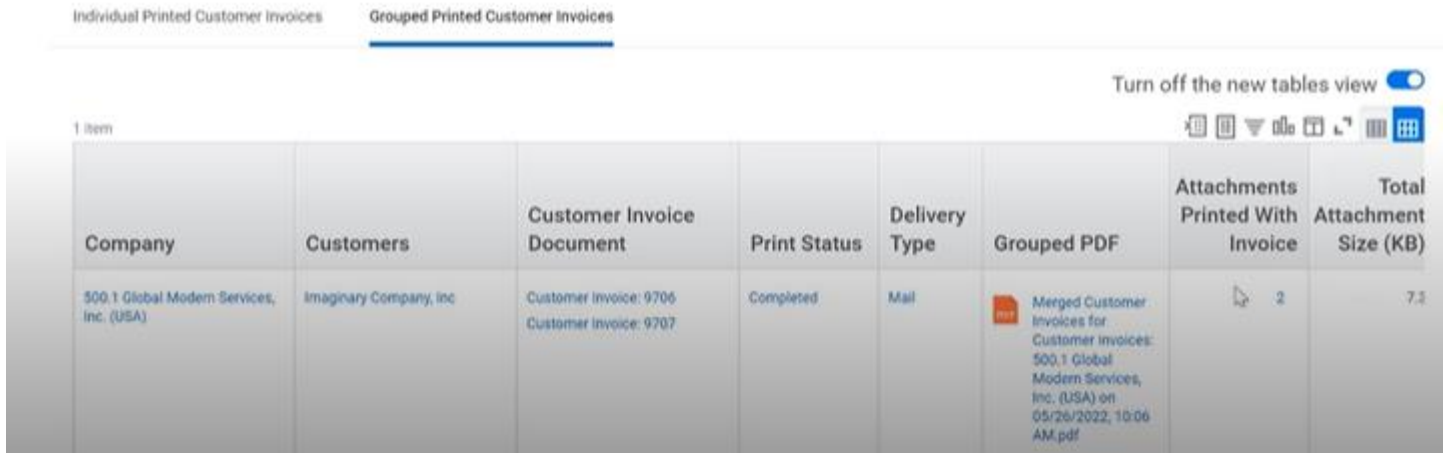
#10 Include invoice attachments in printed PDF



Once printed, we have access to « grouped printed customer invoices », where we have new fields : attachements printed with invoice (here 2), and the total attachment size.

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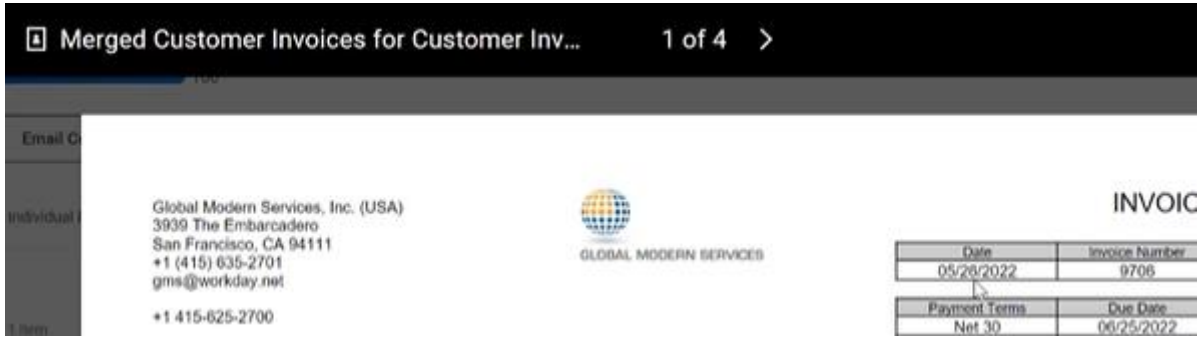
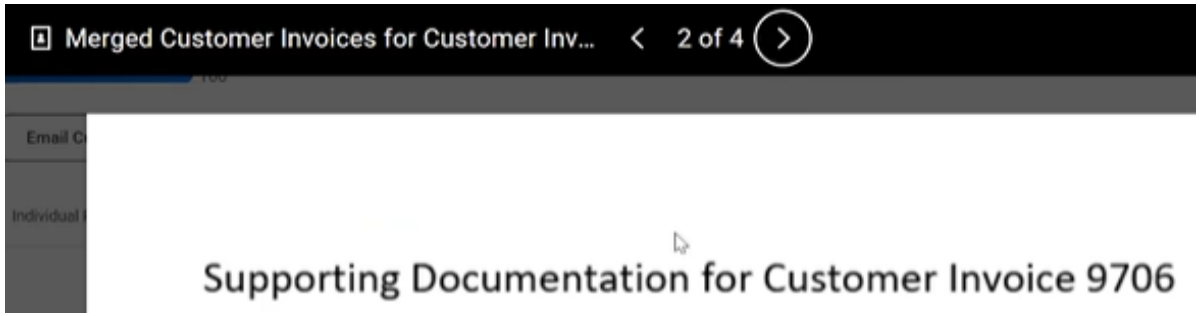
#10 Include invoice attachments in printed PDF





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Thank you for your attention

Please do not hesitate to contact us

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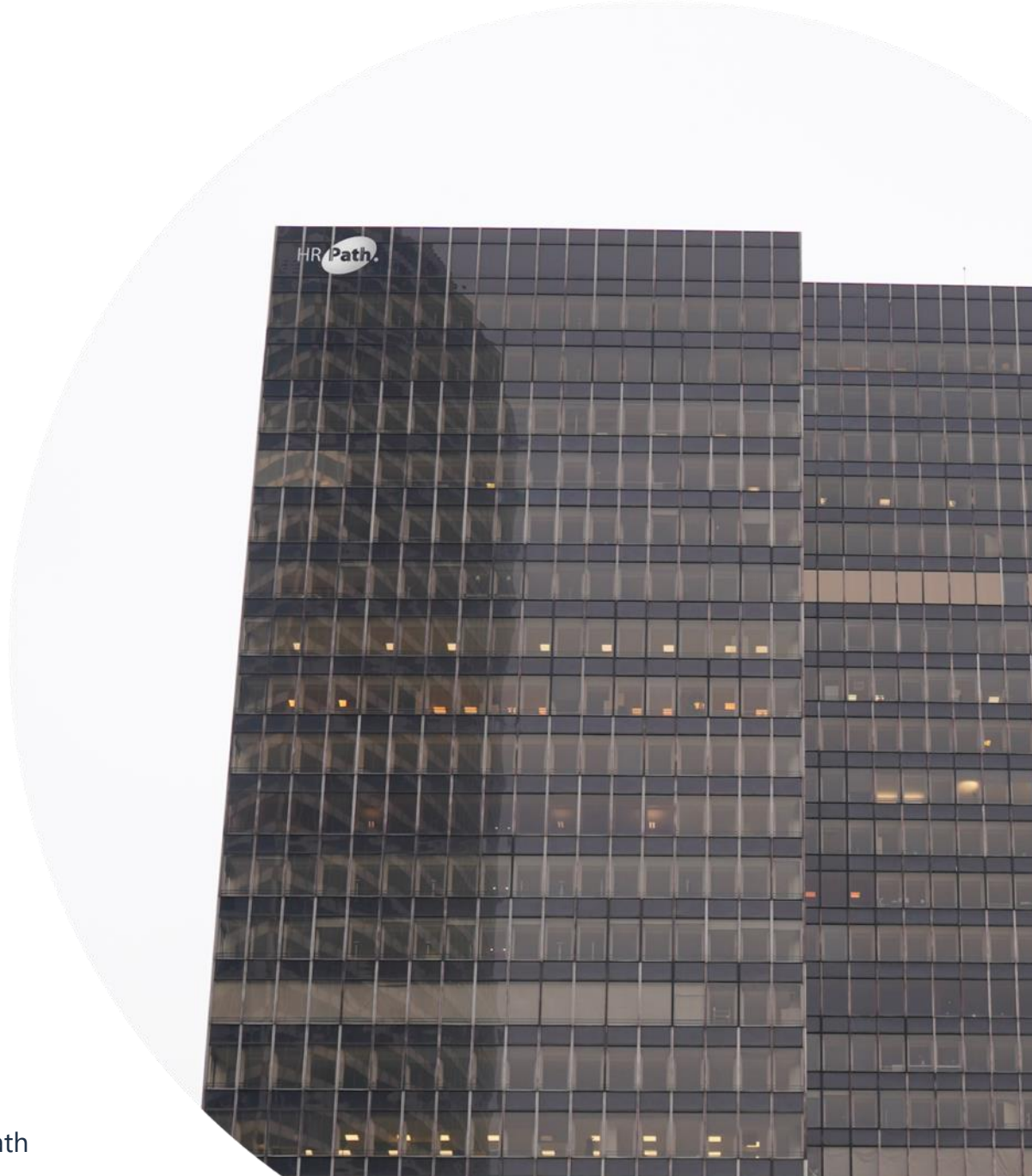

C1 - INTERNAL

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