



## Instructions to view prerecorded Workday@OK training sessions

Prerecorded training sessions are available on multiple platforms to accommodate various agency access requirements.

- Each platform includes the same content, so please access recordings on the platform that works best for you.
- **After you view a prerecorded training session, submit your questions** via this [Microsoft 365 form](#).
- Additional platforms to access training recordings will be shared as they become available.

Platform	Training links
SharePoint	<a href="https://officemgmtentserv.sharepoint.com/sites/extranet/WorkdayOKTrainingandResources/SitePages/LearnHome.aspx">https://officemgmtentserv.sharepoint.com/sites/extranet/WorkdayOKTrainingandResources/SitePages/LearnHome.aspx</a>
YouTube	<a href="#">Workday@OK 101</a> <i>Note: View the Workday@OK 101 session <b>prior</b> to attending specialized training. This is especially recommended for those who have not yet interacted with the system.</i>
	<a href="#">Getting Started in Workday@OK for Managers</a>
	<a href="#">Getting Started in Workday@OK for Agency Directors</a>
	<a href="#">Getting Started in Workday@OK for Learning Admins</a>
	<a href="#">Getting Started in Workday@OK for Recruiters</a>
Google Drive	<a href="#">Workday@OK 101</a> <i>Note: View the Workday@OK 101 session <b>prior</b> to attending specialized training. This is especially recommended for those who have not yet interacted with the system.</i>
	<a href="#">Getting Started in Workday@OK for Managers</a>
	<a href="#">Getting Started in Workday@OK for Agency Directors</a>

	<a href="#">Getting Started in Workday@OK for Learning Admins</a>
	<a href="#">Getting Started in Workday@OK for Recruiters</a>
<p style="text-align: center;"><b>Learn</b></p> <p><i>Note: All state employees have a Learn account (your employee ID is your username). If you have never signed into Learn before, or if it has been a while, contact the <a href="#">OMES Service Desk</a> to reset your password.</i></p>	<p>All courses are available on <a href="#">Learn</a>.</p> <p><b>Access instructions:</b></p> <ol style="list-style-type: none"> <li>1. Once in Learn, select the Workday Catalog.</li> <li>2. On the left-hand side, under “Item Types,” select “Course.”</li> <li>3. Select the course you would like to view.</li> </ol>