Workday HCM in Chennai

Learn Workday HCM Training in Chennai with Certification and Placements.

Build practical and functional knowledge of Workday Human Capital Management (HCM). Learn how organizations manage their workforce through Workday, covering HCM fundamentals, organizational structures, staffing, jobs and positions, recruiting, compensation, payroll, business processes, reporting, calculated fields, EIB, Core Connectors and security.

Your Trainers

Madhu Krishnan C — Senior Faculty – Workday HCM
4+ Years Experience

Course Curriculum

Part 1: Workday & Core HCM Modules 1–3

Workday fundamentals, organizations, staffing models, jobs and positions.

1. Workday & HCM Fundamentals

- Introduction to Workday
- Workday HCM overview
- Workday navigation and terminology
- Workday architecture – functional overview
- Tenant concepts
- Organizations and organizational structures
- Supervisory Organizations
- Company, Cost Center and Location
- Geographic Organizations
- Organization hierarchy and assignments

2. Staffing Models

- Staffing concepts in Workday
- Staffing Models
- Position Management
- Job Management
- Headcount Management
- Hire Employee
- Create Position
- Change Job
- Move Workers
- Transfer Employees

- Termination
- Staffing-related business processes
- Staffing reports and validations

3. Jobs & Positions

- Job Profiles
- Job Families
- Job Family Groups
- Positions
- Position Restrictions
- Position Management
- Job Requisitions
- Supervisory Organization & positions
- Position lifecycle
- Difference between Job Profile, Position and Worker
- Practical configuration scenarios

Part 2: Recruiting, Compensation & Payroll Modules 4–6

Recruiting from requisition to hire, compensation plans and payroll processing.

4. Workday Recruiting

- Workday Recruiting overview
- Recruiting terminology
- Job Requisitions
- Create and manage requisitions
- Candidate management
- Candidate stages
- Application process
- Interview process
- Offer process
- Hire from Recruiting
- Recruiting business processes
- Recruiting reports
- Practical recruiting scenarios

5. Compensation

- Workday Compensation overview
- Compensation terminology
- Compensation Grades
- Compensation Grade Profiles
- Compensation Packages
- Compensation Plans
- Salary Plans
- Allowances
- Compensation eligibility rules

- Compensation business processes
- Compensation reporting

6. Payroll

- Workday Payroll overview
- Payroll concepts and terminology
- Payroll organizations
- Payroll inputs
- Payroll calculations – functional overview
- Payroll processing
- Payroll-related business processes
- Payroll reporting

Part 3: Business Processes, Data & Reporting Modules 7–10

The business process framework, business objects, data sources, reports and calculated fields.

7. Business Processes

- What is a Business Process?
- Business Process Framework
- Business Process Definition
- Business Process Steps
- Approval Steps
- Review Steps
- To-Dos
- Condition Rules
- Approval Chains
- Roles & Responsibilities

8. Business Objects & Data Sources

- Introduction to Workday Business Objects
- Understanding Business Objects
- Primary Business Objects
- Related Business Objects
- Business Object relationships
- Data Sources
- Report Data Sources
- Business Object → Data Source relationship
- Worker, Employee, Position, Job Requisition and Organization objects
- Supplier and Hire business objects/process-related data
- Navigating Workday data relationships
- Practical data-source exercises

9. Workday Reporting

- Introduction to Workday Reporting
- Report types

- Simple Reports
- Advanced Reports
- Matrix Reports
- Composite Reports – overview
- Report Data Sources
- Business Objects
- Report Fields
- Prompts
- Filters
- Sorting
- Grouping
- Subtotals
- Calculated Fields in Reports
- Report Sharing

10. Calculated Fields

- Introduction to Calculated Fields
- Why Calculated Fields are required
- Calculated Field types
- Related Business Objects
- Using Calculated Fields in Reports

Part 4: Integrations & Security Modules 11–13

EIB, Workday Web Services, Core Connectors and the Workday security model.

11. EIB (Enterprise Interface Builder)

- Introduction to EIB
- EIB concepts
- Inbound EIB
- Outbound EIB
- EIB templates
- Workday Web Services overview
- Data validation

12. Workday Core Connectors

- Introduction to Workday Integrations
- Integration concepts
- Core Connectors overview
- Core Connector concepts

13. Workday Security

- Introduction to Workday Security
- Workday Security Model
- Security Groups
- User-Based Security Groups

- Role-Based Security Groups
- Job-Based Security Groups
- Organization-Based Security Groups
- Workday security policies
- Business Process Security
- Domain Security Policies
- Functional Areas
- Security permissions
- Role assignments

Projects & Hands-On Labs

Organization setup and structure
Explore supervisory organizations, companies, cost centers, locations and organization hierarchies.

Staffing lifecycle scenarios
Work through hire, create position, change job, move workers, transfer and termination processes.

Recruiting workflow
Explore requisitions, candidate stages, applications, interviews, offers and hire-from-recruiting scenarios.

Reporting and data sources
Work with report types, fields, prompts, filters, calculated fields and business object/data-source relationships.

EIB and integration concepts
Understand inbound and outbound EIB, templates, validation and Core Connector concepts.

Enrol & Contact

Book a free demo class or a 1-on-1 counselling session.
Call / WhatsApp: +91 89399 15577
Email: contact@greenstechnologys.com
Website: www.greenstechnologys.com
25 centres across Chennai, Bengaluru, Coimbatore, Trichy and Salem, plus live online batches. Curriculum may be updated by the trainer to reflect current industry practice.