

WD Announcement #2: Employees regarding the new “Time Off” app

WD Announcement Title: Employee Time Off App Update

WD Announcement Rule: (All Employee – exclude OJD and LEG and ODOT)

Target Post Date: May 8 – May 31, 2025

The DAS Workday team is excited to announce the current “Time Off (Absence)” app will be updated by the new “Time Off” app. Employees will begin using the new “Time Off” app on June 2, 2025.

Please see the “Overview of New Time Off App for Employees” Help Article below with a video resource to help you become familiar with the new “Time Off” app.

- [https://wd5.myworkday.com/oregon/email-universal/inst/25755\\$1960/rel-task/2998\\$40834.html](https://wd5.myworkday.com/oregon/email-universal/inst/25755$1960/rel-task/2998$40834.html)

WD Announcement #1: Managers regarding the new “Time Off” app

WD Announcement Title: Manager Time Off Update

WD Announcement Rule: (All Manager Roles – Exclude OJD, LEG and ODOT)

Target Post Date: May 8 – May 31, 2025

The DAS Workday team is excited to announce the current “Time Off (Absence)” app will be replaced by the new “Time Off” app. Employees will begin using the new “Time Off” app on June 2, 2025.

Please see the “Overview of New Time Off App for Managers” Help Article below with a video for managers to become familiar with the new “Time Off” app and “My Team's Time and Time Off” hub.

- [https://wd5.myworkday.com/oregon/email-universal/inst/25755\\$1970/rel-task/2998\\$40834.html](https://wd5.myworkday.com/oregon/email-universal/inst/25755$1970/rel-task/2998$40834.html)

Please click on the “Overview of New Time Off App for Employees” below:

- [https://wd5.myworkday.com/oregon/email-universal/inst/25755\\$1960/rel-task/2998\\$40834.html](https://wd5.myworkday.com/oregon/email-universal/inst/25755$1960/rel-task/2998$40834.html)