

## **USER INTERFACE**

On Saturday, September 8, 2018, WD 31 will be released to the LSU community. The Workday User Interface will have a new look and feel as shown below.

Welcome, Mike The Tiger (00004377)     Image: Partice Partice Part Display Statements 2.2     Welcome, Mike The Tiger (00004377)     Image: Partice Partice Part Display Statements 2.2     Image: Part Part Part Part Part Part Part Part

- Announcements, Applications and Inbox will be displayed in individual boxes.
- The Workday symbol will be located in the top left hand corner of the screen. To return to the home page, click the Workday symbol.



• Notifications can now be accessed by clicking on the bell symbol.



• Inbox can now be accessed by clicking on the mail symbol or clicking "Go To Inbox" in the individual box labeled Inbox.







## AWARDS USER INTERFACE

The Awards screen has a new tabular view. When viewing an Award, the information will now be sorted by tabs as seen below.

ponsor Award Reference Number		SF(2018-21)-RD-A-##		Sponsor Dir And Admini Cost Share		sor Facilities	41,540.00 / 5,435.00		d Contract Dates osal ID	06/01/2018 46674	06/30/20	921		
ward Lines Overview			ional Reports Billin	ng & Receiva	ables Aw	ard Tasks	Budget Set Up & History							
Rems	,			11 A. 1										7 00o 📅 🖓
		Award Line Lifecycle Status	Spend Restriction	Cost Share Line	From Date	To Date	Classification Type (CR/FP)	Line Amount	Billed Amount	Remaining Balance		Tuition Remission Rate	F&A Rate	F OOD 📅 🖬
			Spend Restriction	Share	From Date 06/01/2018	To Date 06/30/2021	Classification Type (CR/FP) CT0158 Cost Reimbursable	Line Amount \$31,975.00	Billed Amount \$27,179.00		Rate	Remission	F&A	
Grant GR-00003161 LSUAM   Award Navigation Example	1	Status	Spend Restriction	Share			CT0158 Cost			Balance	Rate 44%	Remission Rate	F&A Rate	Basis Type Salaries &