

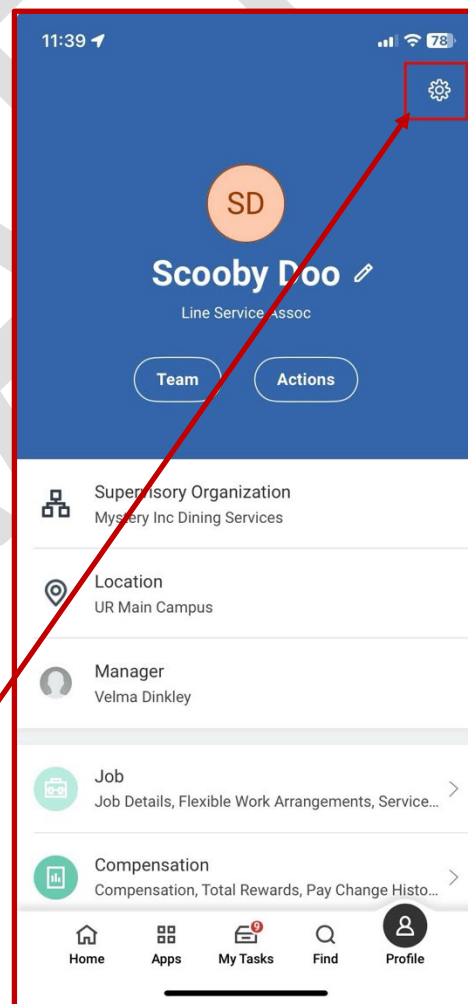
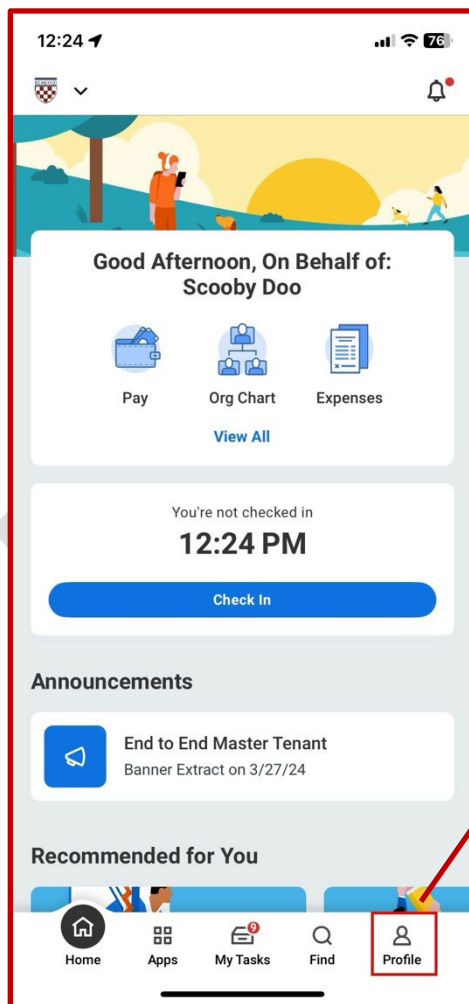
Workday @ Richmond

MAKING YOUR DAY WORK BETTER.

Workday Mobile Language Options

You can change your language options in Workday Mobile

1. Log into the Workday App using your UR Network ID and password
 - o Authenticate using DUO Multifactor Authentication
2. Select your profile icon in the bottom right of the main screen (below)
3. When you are on your profile page, select the gear in the top left of the screen (below)



4. From Settings, select Global Preferences and you'll see that you can select your preferred display language
 - o Select your language from the list or type to begin searching
5. Follow the instructions to sign out and sign back into Workday Mobile to save changes

