

Mobile Access: Workday Mobile

*Okta Users

- I. You will now have **two** options to access Workday from your mobile device(s): **Workday** Mobile and/or **Okta Mobile**.
- II. On your mobile device(s), visit its app store and download the *Workday* mobile app.⁽¹⁾
 - a. Download *Okta Mobile* if you have not done so already.⁽²⁾
 - b. Launch *Okta Mobile*..
 - i. If first log in, enter **sfgiants** as the site name(domain) and enter your Giants username(i.e. mbumgarner) password (same as your Giants computer credentials).⁽³⁾
 - ii. Select authentication factor, "Push" notification through *Okta Verify* or SMS code.⁽⁴⁾
 - iii. Create a 4-digit PIN and choose if you want to use your Apple TouchID as well.^(5, 6)
 - iv. Select *Batters Box*(Workday) tile to enter Workday.⁽⁷⁾
 - c. You can then choose to either stay in Workday via Okta, or be redirected to Workday's standalone mobile app.^(8, 9)
- III. When using the standalone *Workday* app, Okta Verify or an SMS code will be leveraged to login.
 - a. No username/password needed.
- IV. Once logged into Workday mobile, you will see your Workday dashboard.⁽¹⁰⁾
 - a. Depending on employment type, you may see less/more app icons in dashboard.

