

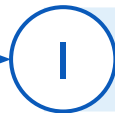
NEED HELP?



I don't know how to do something

"Where do I find if I'm getting a shift premium?"

"How do I submit a Ticket Subsidy claim?"



Try solving the problem yourself

- Visit the Workday Hub: partnerintranet.co.uk/home/workday-hub
- Search the Q&As: partnerintranet.co.uk/home/questions-and-answers-about-workday
- Explore the PDW: pdw.partnerintranet.co.uk/JPDW/welcome/role-specific/workday



Something in Workday is incorrect

"My payslip is Incorrect."

"My people manager needs changing."



Speak to a colleague

- Your people manager
- Your local Change Champion / Workday Lead



Email the Personnel Service Centre (PSC)

- personnelservicecentre@partnershipservices.co.uk
- **Mon-Fri** - 08:00-18:00 (Excluding bank holidays)
- **Sat** - 09:00-17:00



I can't access Workday

"I'm having problems with PingID.."

"I can't seem to log in."



Raise a Service Now with PITSC

- psnw.service-now.com/sp/
- Search for "Workday IT Support self help guide"
- **Internal:** 742 5000
- **External:** 01344 825000
- *IVR option 1*
- **Mon-Sat** - 06:00-22:00
- **Sunday** - 07:30-18:00