

Downloading the Workday Mobile App to Your Device

This guide is for all employees.

Overview

Download the Workday mobile app to quickly conduct tasks or review your information on the go. The app is included on all state-issued devices; if your state-issued device is missing the app, please submit a service desk ticket.

Downloading the Workday mobile app

Step 1. Visit the app store on an iPhone or Android and search **Workday** or scan one of the QR codes below:

Scan on iPhone



Scan on Android



Step 2. Once you have downloaded the app, select **Log in**, then enter Organization ID **okgov**.

Users of OMES O365:

- To log in, use your work email address and password and select **Sign In**.

If you do not use OMES O365:

- Use `firstname.lastname@agency.ok.gov` as your username.
- Enter the initial password provided to you by the OMES Service Desk and select **Sign In**. Set your new password if prompted.
 - If you have issues logging in with the initial password, contact the [OMES Service Desk](#).

Step 3. You will be prompted to set up multifactor authentication (MFA) through MobilePass+ for additional security measures. Visit the [Multifactor authentication solution page](#) for details. **Note:** Depending on your device settings, you may be prompted to enable Touch ID or Face ID. Alternatively, you may also be prompted to create a PIN for quicker logins.

Commonly used tasks on the Workday mobile app

The following are some commonly used tasks you might access on the mobile app. Tap **Apps** to view shortcuts to tasks like:

- Time Tracking
- Benefits and Pay
- Payslips
- Absences and Time Off
- Learning Content

