Over the weekend, the IS Department had been working on some configuration changes in preparation for getting Workday ready for offsite access starting in September! One of the recent changes may have affected some user's ability to use previously setup bookmarks or shortcuts to access the Workday site in their web browsers. This **may** result in one of the following:

1. When clicking on the shortcut, you may be directed to a Microsoft Site asking to type in your credentials (Username & Password). If you are brought to this site, please enter your work login credentials (email & password).
Then select the option listed as "Work or School Account" (below).

This will bring you to Single Sign-On where you will be requested to enter your credentials again (unless they automatically populate depending on the web browser). Once logged into Workday, update your bookmark, favorite, or shortcut with the Workday URL site - https://www.myworkday.com/gcccd

2. The other issue that may occur during login from a bookmark, favorite, or shortcut is that you will be brought to Single Sign-On and then shown a screen that says you are signed in, but not allowing you to progress forward to the actual Workday site:
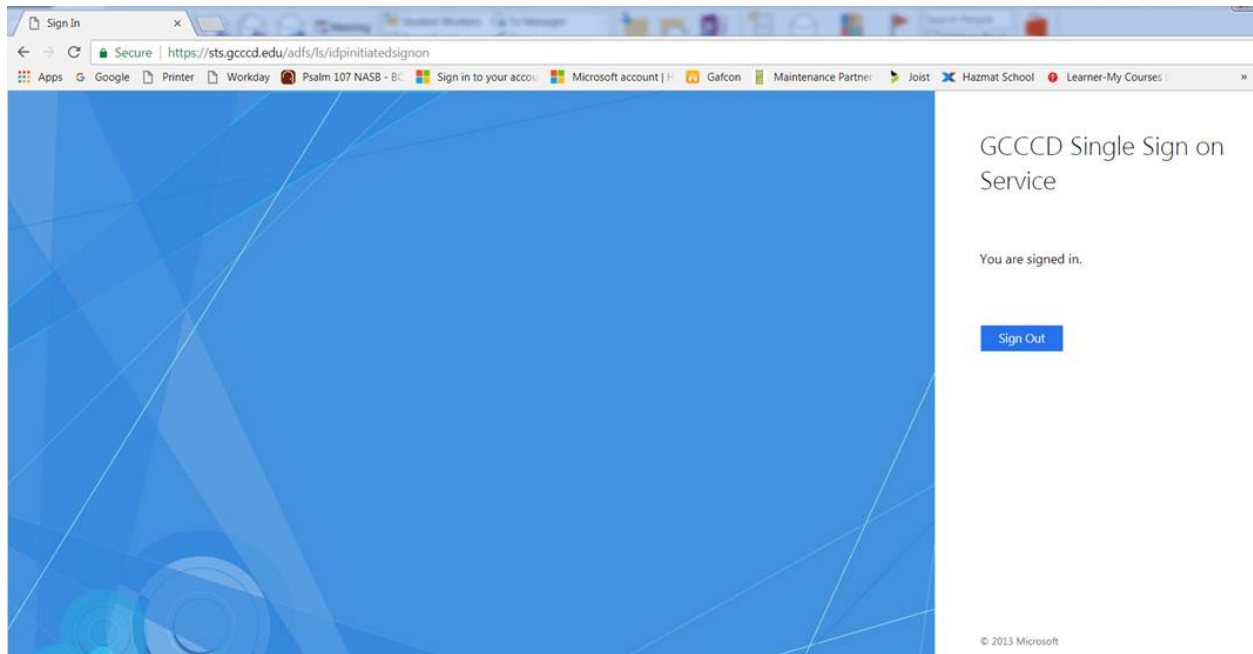
If this occurs, please access the District website at www.gcccd.edu and login to the Intranet at the bottom of the screen. This will require you to put in your login credentials (email and password). Once logged in, click on the Workday logo (seen to the right) and this will bring you to single sign-on where you will be requested to enter your credentials again (unless they automatically populate depending on the web browser). Once logged into Workday, update your bookmark, favorite, or shortcut with the Workday URL site - https://www.myworkday.com/gcccd

If you still experience login issues, please contact the IS Department Help Desk at x7547