Logging into Workday

Retiree Job Aide

WORKDAY LOG IN INSTRUCTIONS:

Getting Started

In the upcoming weeks you will receive an automated message on behalf of the City of Baltimore with information regarding your Workday login credentials. You will be provided the opportunity to use your personal email address to create your Workday account. Once your login credentials are created, follow the instructions below to log into your Workday Retiree Home Page:

 Access the Workday website through your favorite internet web browser or the Workday app in your mobile device. Select the **Retirees** option.

Quasi Agency Employee	>
City of Baltimore Employee	>
All Retirees	>

3. You are now in your City of Baltimore Workday Retiree home page!

		Q Search			Q	🗬 в
	Hello There		It's Monday, Au	It's Monday, August 21, 2023		
Timely Suggestions			SS View All Apps			
	Here's where you'll get updates on your active items.					
			Announcem	ents		
			0	It's time to set your Performance Management g It's time to set your Performance Management goals in Workday! C		
			ŵ	Having trouble logging into Workday? For issues with access, email boit.servicedesk@baltimorecity.g.,		

2. In the sign in page, type your login credentials in the username field and then type your password. Click the **Sign In** button.



STILL HAVE QUESTIONS ABOUT WORKDAY?

For additional support or log in and/or password reset issues:

- If your email address ends with **@baltimorecity.gov** or **@baltimorepolice.org**, reference the guide posted at <u>https://bcitguide.baltimorecity.gov/Default.aspx?p=9</u>
- For all other email addresses, please call the BCIT service desk at 410-396-6648 for assistance.