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Datasheet

## Workday Adaptive Planning for the Workforce

Everyone knows workforce planning is critical to business success. Yet for most companies, having the right tools for successful workforce planning is still a work in progress. Chances are, you're stuck with complex and clunky legacy software. Or you've settled for an error-prone spreadsheet process that can't keep pace with your rapidly changing business. But now there's a better way.

Workday Adaptive Planning for the workforce offers a promising path forward. You get the flexibility and power to take your workforce planning to the next level, enabling HR to collaborate effectively with finance and key business partners while allowing functional and business unit leaders to plan the way they need to.

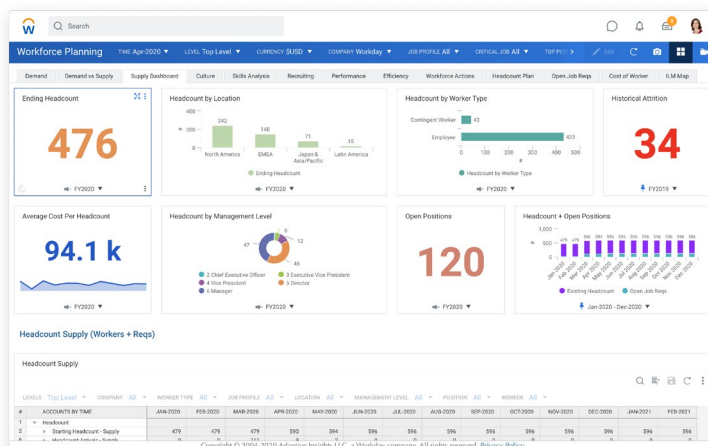
### Create Scenarios and Workforce Plans Across Diverse Business Units

With Workday Adaptive Planning for the workforce, you can create scenarios and standardize workforce plans across complex and diverse business units. Manage a single strategic workforce model that distributes across your entire enterprise while also building specific business and revenue models for individual business units.

With driver-based, what-if scenarios of your workforce mix and timing, you can better align your people with your corporate plan through top-down or bottom-up workforce planning processes, or both. And you get clear visibility into your workforce composition and cost with automated allocation rules. Drill deep into data across dimensions such as job level, department, job family, skills, projects, and locations. Break down FTE counts compared to contract workers. Then, with a single click, factor in key global and local business drivers and assumptions that can impact your workforce needs.

### Key Benefits

- Plan your workforce with flexible, multidimensional models that map to how you run your business—by level, department, job family, skills, projects, location, FTE vs. contingent workers, and more
- Model hiring, transfers, and retention plans, and see the cost impact instantly to data updates or driver changes—by supervisory organization or cost center
- Compare multiple driver-based, what-if scenarios in real time to see the impact upstream and downstream to create the optimal plan
- Perform what-if labor analysis that includes things such as salary, bonus, raise, and equity compensation pool scenarios across business units
- Restructure existing operating models and immediately allocate worker resources to meet new operational needs
- Compare before and after operating models using dynamic chart libraries with drill-down capabilities connected directly to your Workday instance
- Optimize org structure to meet demand; evaluate impact of one-time events, such as restructures or M&A
- Model critical skills capacity, demand, and gaps by location, cost, and ramp-up time
- Incorporate global (or universal) and localized business drivers that can be changed with a single click



Get a complete view of your workforce.

## Make Workforce Planning a Team Effort

Workforce planning should be agile enough to become a team effort among HR and finance, and their business partners. Workday Adaptive Planning for the workforce provides the framework, shared data, and workflow to enable greater collaboration on dynamic, flexible workforce plans.

In most companies, it's difficult for HR to access forward-looking hiring plans because it is often only in the loop when job reqs get opened. Workday Adaptive Planning for the workforce fills this gap with full visibility into hiring plans—both short- and long-term—so all stakeholders can collaborate in real time.

Bridging to finance, you can now easily link workforce plans to financial models with up-to-date head-count plans and related costs. This dramatically reduces the risk of errors and frees up time previously spent on low-value-add data-consolidation tasks to focus on workforce strategy. Easily share plans as they develop via dashboards and self-service reports to get feedback and buy-in. And because Workday Adaptive Planning for the workforce lets users choose between a web interface familiar to spreadsheet users and a Workday Adaptive Planning-connected Excel worksheet, it's much easier to get ongoing adoption from those still clinging to spreadsheets.

## Workflow Management That Keeps Everything on Track

Traditionally, planning has been done via email, offering workers little visibility into the overall plan and no easy path to completion. Now you can keep workforce plans and budgets in sync with financial plans in real time. Built-in workflow allows managers to enter, review, and approve plans and budgets. Meanwhile, planning administrators can track tasks, user discussions, and cell notes to monitor changes and issues with a powerful audit trail.

## The Business Agility You Need

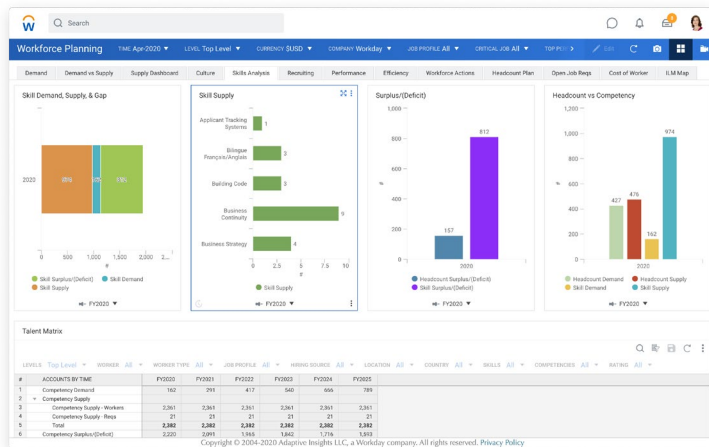
Today's evolving business environment requires agility—and Workday Adaptive Planning for the workforce delivers. Quickly course-correct, and use dashboards and dynamic reporting to monitor and analyze costs, view open positions, and break down the geographical mix of your workforce:

- Model skills by location, ramp-up time, cost of workforce, and more to meet current and long-term business goals
- Track plans against actuals so you don't over-hire or end up short-staffed
- Analyze gaps in achieving your plan; add planned hires, push out hiring dates, change ramp-up time assumptions, plan for attrition, and see capacity impacts in real time
- Quickly model and analyze the impact of important events, such as mergers and acquisitions, divestitures, or internal restructuring

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I use Workday Adaptive Planning [for the workforce] to track new hires and who is slated to be hired. The ability to change a headcount assumption, and have it globally run through our entire business model to see the impact on payroll taxes or personnel allocations, is instantaneous.

**Dan Bradford**  
Vice President of Finance,  
Hortonworks



Match skills supply with demand.

## Tightly Link Planning to Execution and Analysis

Bringing your planning, execution, and analysis needs into a single platform drives our vision for planning. Workday Adaptive Planning helps you plan your workforce at the speed of business change.

To be effective, your workforce plans need ERP and human capital management (HCM) data for visibility into key people metrics and movements, and to act as drivers for financial plans and reports. From one platform, analyze critical skills needs, identify gaps and how best to fill them, and then put your plans into motion leveraging the business process framework in Workday. Build in succession plans, ramp-up time for new hires, and cost of learning programs for current employees to inform your hire-build-or-borrow people decisions.

Workday Adaptive Planning also offers a user-friendly integration platform that reduces the need for IT support. In addition to being tightly linked to your financial and HR data in Workday, you can automatically tap into data from third-party sources, such as salary and benefits benchmarking data, to more accurately drive your workforce planning decisions.

## Safeguard Your Data with Enterprise-Class Protection

We know how critical it is to protect your data, particularly workforce data. Workday Adaptive Planning provides enterprise-class protection, service, and resiliency you can rely on and trust, with SOC 2 Type 2 compliance—the AICPA standard for reporting on controls at service organizations, including software-as-a-service providers. The SOC 2 attestation covers security, confidentiality, processing integrity, and availability trust principles.



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