

The transition from Paycom to Workday has begun! Check out the schedule below for transition dates:

Sunday, December 18, 2022

- Last day clocking in/out in **Paycom**



Monday, December 19, 2022

- First day clocking in/out in **Workday**
- Review your tax elections and pay elections (direct deposit) for accuracy in **Workday**
- 10:00 a.m. MST / 12:00 p.m. EST deadline to review/change/approve final timecards in **Paycom**
- Enter and approve time off in **Workday**

Friday, December 23, 2022

- Last regular payroll processed in **Paycom**

Friday, December 30, 2022

- Year-end bonus processed in **Paycom**

Friday, January 6, 2023

- First payroll processed in **Workday**

Monday, January 30, 2023

- Access 2022 tax forms in **Paycom**



BRIDGE INVESTMENT GROUP



Have questions? *Workday Wizards* are here to help!



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