

Welcome to **WORKDAY**

Workday is cloud-based, all-in-one HR and finance software. It allows Sysco to have one system for recruiting, hiring, onboarding, job changes, etc. Using one system allows us to be more efficient with a people platform that can handle Sysco's needs as we grow. Plus, Workday provides real-time information and is accessible from anywhere 24/7, on any device, and offers mobile apps for iOS and Android.

You will use your Sysco Network ID and password to log in to Workday.

Don't know your Network ID? Contact your HRBP to locate your Network ID. If you need a password reset you can do that online at <https://passwordreset.sysco.com> or by calling the Sysco Service Desk at **1-866-981-1190**.



DESKTOP/ LAPTOP

From a Sysco desktop or laptop:

Just go to The Dish! No separate login is required.

From your personal desktop or laptop:

Go to SyscoWorkday.com and click the *Join Workday* button.



MOBILE APP

IMPORTANT:

When asked for your employer name, type **Sysco**, even if your employer uses a different name.

To install Workday on your Android device:

1. From your device, navigate to the **Google Play Store**.
2. Tap **Search** and type **Workday**.
3. Select the Workday app, then tap **Install**.
4. Tap **Open** to launch the app.
5. Accept the policies and conditions.
6. Tap the **Let's get started** button.
7. When asked for your employer name, type **Sysco**.
8. Enter your Sysco Network ID and password, then tap **Sign In**.

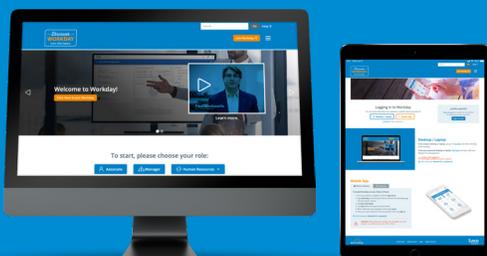
To install Workday on your iPad or iPhone:

1. From your device, navigate to the **App Store**.
2. Type **Workday** into the search field and select the Workday app from the search results.
3. Tap **Get and Install**.
4. Tap **Open** after the app has downloaded.
5. When asked for your employer name, type **Sysco**.
6. Enter your Sysco Network ID and password, then tap **Sign In**.

Do you speak another language?

You can use Workday in your preferred language:

1. Click the **Profile icon**.
2. Click on **My Account**.
3. Click on **Change Preferences**.
4. Select an option in the **Preferred Display Language** section.
5. Sign out and then sign back in to see the language change.



Visit SyscoWorkday.com for more information and tools like step-by-step instructions and videos.

Sysco
At the heart of
food and service