How to request Marketplace store using Workday.

We have a new site request process in Workday. We are now required to use this new request form in Workday prior to beginning project implementation.

1. Please navigate to https://www.myworkday.com/fau/d/task/2997$12683.htmld.
2. Alternatively, you can search for Create Request after logging into Workday.
3. Once within the Create Request page, you will need to search for keyword "Marketplace" in the request type drop-down (as shown below).

At that point, simply click OK and follow the prompts. This will officially initiate the project. Please contact us at FIS@fau.edu directly with any questions or concerns about the project or this create request process.