



# Download the Workday Mobile Application



***The Download the Workday Mobile Application tip sheet is for all employees.***

The Workday mobile application can be used to complete various tasks and review reports on your mobile device. Follow the instructions below to download the application.

1. Using your device, visit the app store.
2. Search and select the Workday app and install.
3. Once downloaded and installed, open the app on your device.
4. Select **Log In**.
5. Type the **Organization ID: chess**.

OR

Select the **Profile Icon > My Account > Organizational ID** and scan the QR symbol.



6. Enter your username and password.
7. Depending on the device, you may be prompted to enable Touch ID or Face ID.
8. You will also be prompted to save a PIN for quicker future logins.