Workday Security Setup for Officevibe Integration

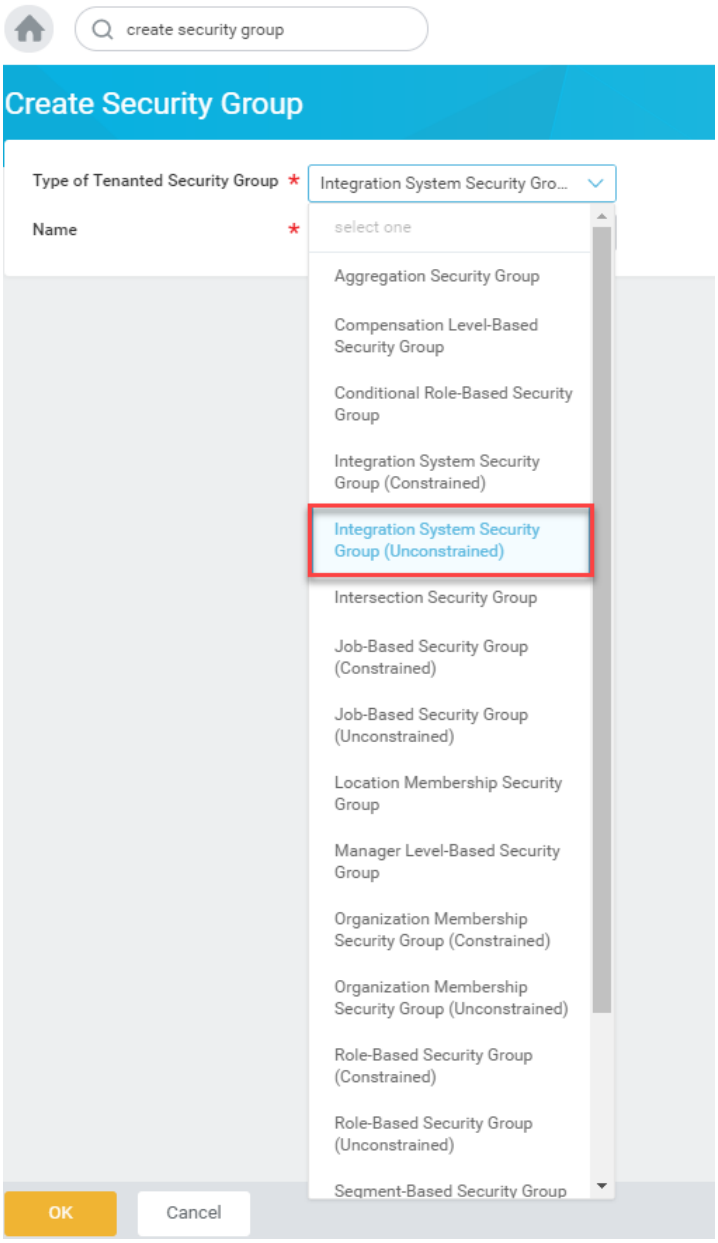
In order to enable integration between Officevibe and Workday a few steps need to be taken to setup security in Workday that will allow Officevibe to access certain Workday data.

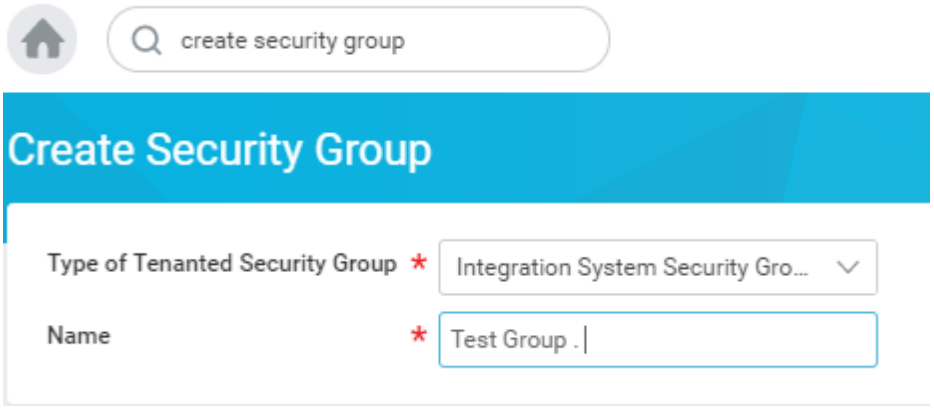
Below are the steps required to set up an Integration System User, from now on referred to as ISU.

Step 1)
Access the Create integration system user task by typing “create integration system user” in the search box, on the task screen create the User Name and a strong password as shown below. You will require this User Name and password later when setting up the integration in Officevibe

Step 2)
Access the create security group task by typing “create security group” in the search bar. Once on the task screen select the “Integration System Security Group (Unconstrained)” for Type of Tenanted Security Group in the drop down.

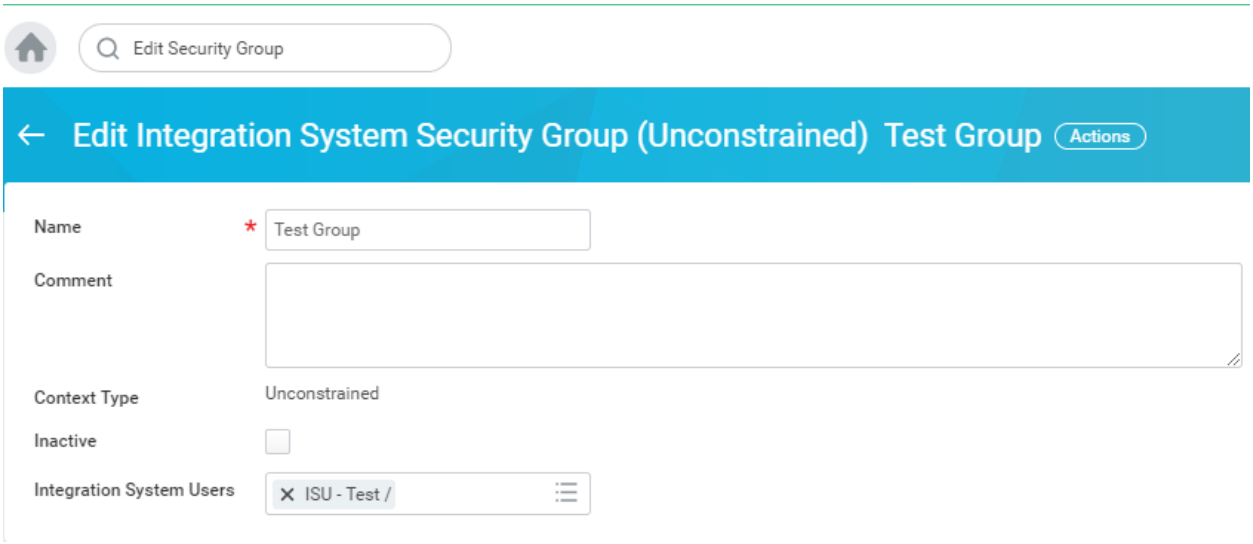
Name the security group in the Name text box.


create security group
Create Security Group
Type of Tenanted Security Group *
Integration System Security Gro...
Name *
select one
Aggregation Security Group
Compensation Level-Based Security Group
Conditional Role-Based Security Group
Integration System Security Group (Constrained)
Integration System Security Group (Unconstrained)
Intersection Security Group
Job-Based Security Group (Constrained)
Job-Based Security Group (Unconstrained)
Location Membership Security Group
Manager Level-Based Security Group
Organization Membership Security Group (Constrained)
Organization Membership Security Group (Unconstrained)
Role-Based Security Group (Constrained)
Role-Based Security Group (Unconstrained)
Segment-Based Security Group
OK
Cancel

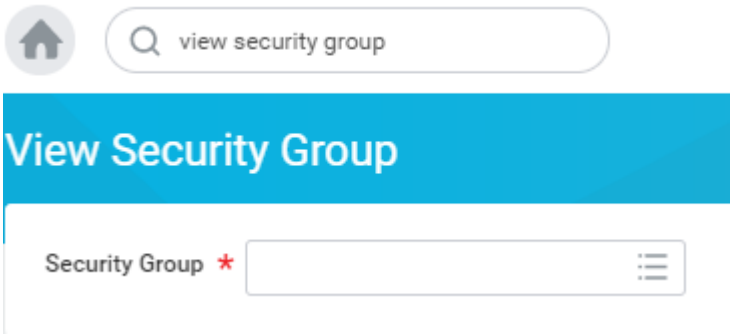

create security group
Create Security Group
Type of Tenanted Security Group *
Integration System Security Gro...
Name *
Test Group .

Click OK once done.

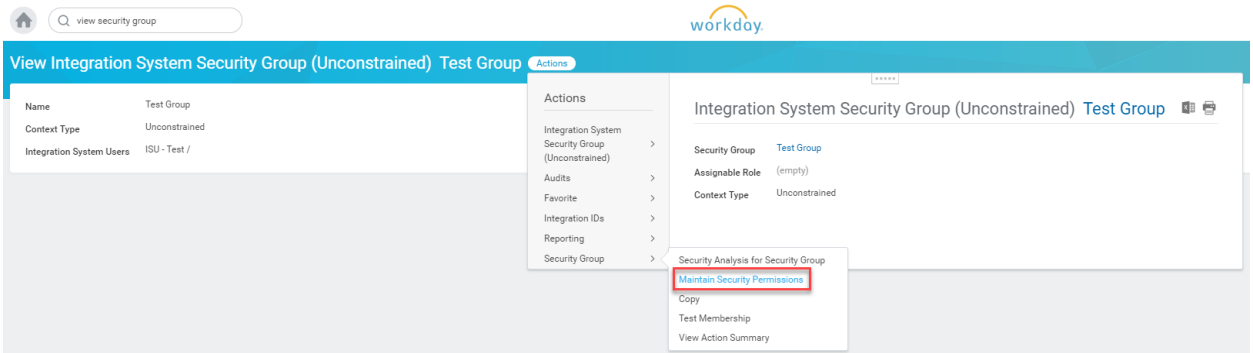
Step 3)
Access the Edit Security Group task by typing “Edit Security Group” in the search box, once on the task screen add the ISU created in step 1 in the “Integration Systems Users” multi select box



Step 4)
Type “view security group” in the search box to access the view security group task. Once on the task screen select the security group, created in step 3. Click OK once done.

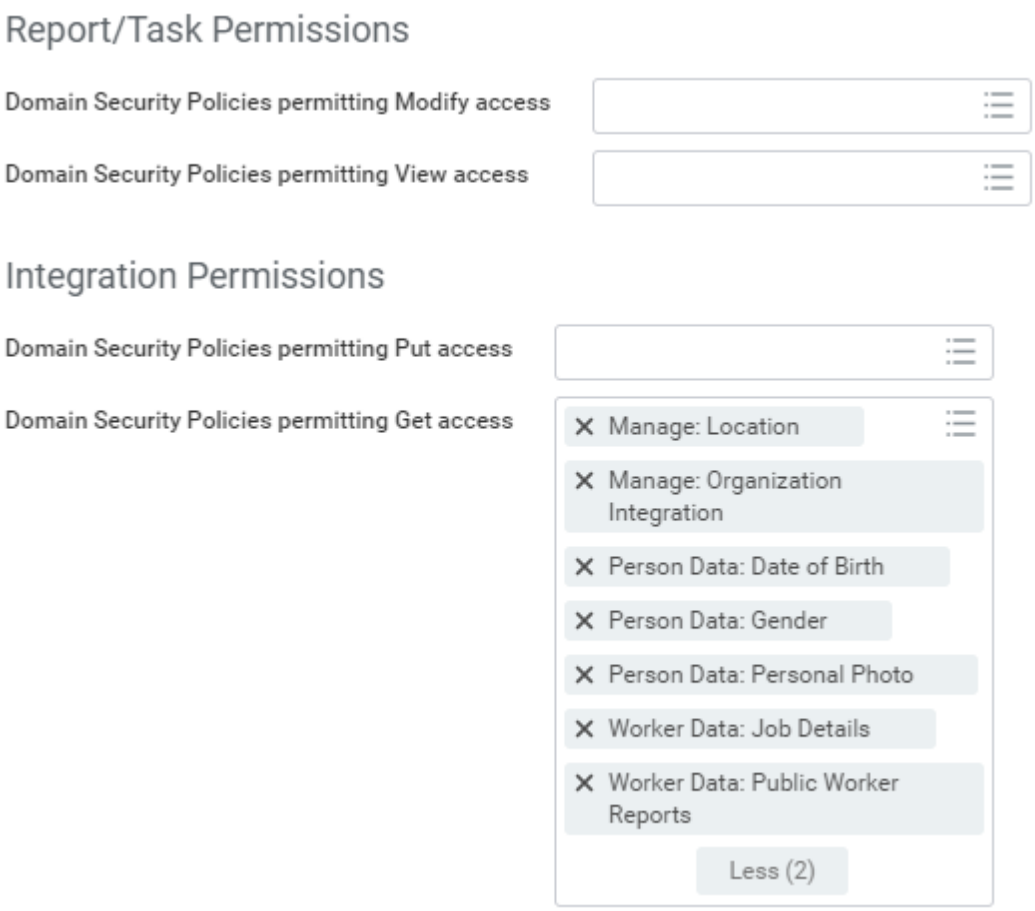


On the next screen click on the related action button (to the right of the security group name) and select Security Group > Maintain Security Permissions.



On the next screen under “Integration Permissions” select the following policies for “Domain Security Policies permitting Get access”

1) Manage Location
2) Manage Organization Integration
3) Person Data Date of Birth
4) Person Data Gender
5) Person Data Personal Photo
6) Worker Data Job Details
7) Worker Data Public Worker Reports



Click OK once done. Activate that changes made as the last step, by typing “Activate Pending Security Policy Changes” in the search box. This will bring up the task as shown below

Click on the task link and on the next screen review the changes made and select the required check box to activate the changes to the security policy.

The ISU should now have access to the data required for Officevibe integration.