

# Workday 33 What's New

## All Finance Department

Thursday, Sept. 5, 2019

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Workday 33, the second of two major annual feature updates for 2019, will be implemented on Sept. 7, 2019, along with some other improvements. We've outlined what Finance Department can expect below. The Workday Support Team has delivered the appropriate training to specific Finance Department employees, and relevant user guides have been updated and will be posted to the Finance website.

Please be sure to read the All Employee Workday What's New document as it contains additional information related to expenses and purchase requisitions.

Note that Workday will be unavailable between 2 a.m. and 10 a.m. on Sept. 7 while the system upgrades are implemented.

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# Business Assets

## Asset Ownership

Workday 33 expands asset reporting so that you can track and report on asset ownership separately from asset accounting. When you track asset ownership for different cost centres or workers, this will improve efficiency and reduce manual effort without affecting the asset accounting information. Users will now see the currency in the left-hand summary.

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# Procurement

## Purchase Orders

Workday 33 will enable you to close individual purchase order lines to avoid receipt accruals on lines that you don't want to invoice or have already invoiced. When you fully receive purchase orders, you'll have the option to invoice only some of the receipt lines. This allows you to take advantage of any supplier discounts and avoid accruals on over-received amounts by closing the lines for goods or services you didn't order.

A new Close Line task will be accessible from the related actions menu of purchase orders.

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# List of Updated User Guides

- Register Donated Asset
- Register Asset from Supplier Invoice (PO)
- Register Composite Asset
- Buyer Activities
- Create Receipt