



Wanda WorkSmart's Weekly Workday Tips & Tricks



October 6, 2021

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Open Enrollment 2022

From Monday, September 27, through Friday, October 29, 2021, employees will complete open enrollment in Workday. For step-by-step instructions, refer to the following resources:

- [Change Benefits for Open Enrollment](#) Smart Guide
- [Mobile Benefits - Open Enrollment](#) Smart Guide
- [Wanda WorkSmart Open Enrollment](#) Video

Please note: If you do not make any changes to your health/dental elections during Open Enrollment this year, the previous election effective date of 1/1/2021 will display. The Flexible Spending Account (FSA) effective date will reflect 1/1/2022 because you must re-enroll each year.

If you are making benefit changes, remember to "submit" your benefit elections by October 29. Once the Open Enrollment period is closed, final selections will appear in your Benefits Summary in Workday.

Please also note: Vision coverage is a separate benefit option. Your current vision election will appear as a deduction on your payslip, not under the Benefits worklet.

One Gift Campaign

The annual One Gift campaign runs Monday, October 4, through Friday, October 29, 2021. For step-by-step instructions, refer to the following resources:

- [Request One Gift Pledge](#) Smart Guide
- [Wanda WorkSmart One Gift](#) Video
- [One Gift Program](#) webpage

If you have additional questions, contact your agency's [One Gift Liaison](#).

For Workday assistance, refer to the [Workday Support Chart](#).