

## MONTHLY PUBLICATION FROM HUMAN RESOURCE SERVICES

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**Nominate  
someone for the  
Crimson Spirit  
award today!**

The Crimson Spirit Award is a special commendation for Washington State University faculty and staff who have provided superior customer service. To learn about recent honorees and their contributions to the WSU community, or to submit a nomination, please visit [go.wsu.edu/CrimsonSpirit](https://go.wsu.edu/CrimsonSpirit).

### Paydays

Friday,  
April 9

Monday,  
April 26

Human Resource Services  
PO Box 641014  
Pullman, WA 99164-  
1014  
509-335-4521  
[hrs@wsu.edu](mailto:hrs@wsu.edu)



### Crimson Spirit Recognition Recipients

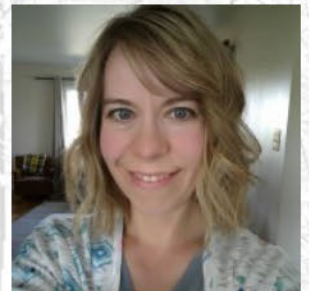
[Kristine M. Olsen](#), Administrative Manager for the WSU Vancouver School of Engineering and Computer Science received Crimson Spirit recognition. Ms. Olsen is recognized for expressing genuine interest, providing superior quality service, creative problem-solving skills, and presenting noteworthy extra effort.



[Maegan Victoria Murray](#), Director of Communication for WSU Tri-Cities, received Crimson Spirit recognition. Ms. Murray is recognized for exceeding expectations, providing superior quality service, presenting noteworthy extra effort, and superior efforts in support of university strategic goals.



[Susan M. Lewis](#), TRAC Coordinator with the Department of Civil and Environmental Engineering, received Crimson Spirit recognition. Ms. Lewis is recognized for anticipating needs and taking appropriate action, creative problem-solving skills, providing superior quality services, and expressing genuine interest.



### **Benefits Reminders**

#### **Get Free and Reduced Cost Help with your Taxes**



With tax day just around the corner, take advantage of a tax preparation resource offered through the Employee Assistance Program (EAP). TaxSlayer offers free or discounted federal tax prep and e-filing help. Visit the [EAP Worklife website](#), enter "WSU" as the organization code, and select "TaxSlayer" from the list of Centers midway down the webpage.

### Caring For Self and Others

For tips and resources to help you be well, take a look at the [Caring for Self and Others](#) webpage. Topics include fitness & nutrition, mental health, child & elder care, and more!





# Modernization Initiative

## New features for Workday

Workday for WSU received its first bi-annual Feature Release on March 12. Some new items include updates to the [time entry calendar](#) and the ability to update preferences on [Workday Mobile](#) such as notifications. Reference Guides were revised to reflect the modifications. However, the overall business process steps, routing, and workflow did not change. The next feature release is scheduled for September. You can view the other new features at the [Feature Release Hub web page](#).

## Subscribe to the new Workday Digest

The Workday Digest is a new weekly summary of the latest news, resources, and critical updates about Workday for WSU and employees who regularly use Workday for business tasks. View previous issues [here](#). You can subscribe [here](#).

## View the latest Workday updates

The Modernization Team consistently updates the Workday Knowledge Base using feedback from the University community. Also, the Modernization news section provides important system information. Find out how to stay the most up to date by viewing [this article](#).

## ILT Trainings this month - Via Zoom

View more information below, this may require you to log in with your WSU network ID and password.

Trainings this month are available through Zoom videoconferencing.

[Successful Delegation](#)

[Customer Service at WSU](#)

[Faculty Recruitment Basics](#)

[Communicating for Results](#)

[Return to the Workplace](#)

[Planning and Guidance:](#)

[Employees](#)

[International Student & Scholar Services Workshop: Hiring and Sponsoring Foreign Nationals](#)

[WSU Return to the Workplace](#)

[Planning and Guidance:](#)

[Supervisors](#)

[Dealing with Personnel Challenges](#)

[Leading Virtual Teams](#)

[Introduction to WSU Employment Policies](#)

**Questions?**

Call 509-335-4521



[Coug Connect](#)

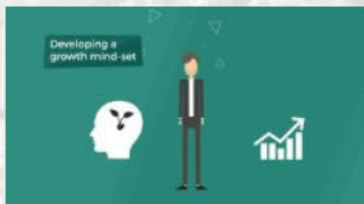
Join us monthly for 45-60 minute sessions! Topics will highlight various concepts, departments, and campus activities.

## Featured Online Training

### [Developing a Growth Mindset](#)

Library ID: bs\_ast03\_a01\_enus

In the workplace, there are two specific types of mindsets, or attitudes, that can either promote personal growth and resilience or hamper an employee's performance. People with a growth mindset achieve ever-higher levels of productivity and can help their organizations thrive; by contrast, people with a fixed mindset tend not to develop professionally, and may hinder an organization's goals.

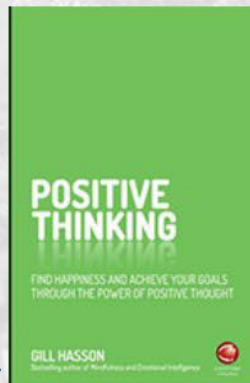


## Featured Online Book

### [Positive Thinking: Find Happiness and Achieve Your Goals Through the Power of Positive Thought](#)

Library ID: 117475

The single most important step you can take to reach your goals is to train your brain to think positively. This practical book is your program for learning the new language of positive thought and finding the strength in those beliefs to act and make things happen.



## [COVID-19: Stay Safe – Stay Healthy/Roadmap to Recovery](#)

Washington State University remains open and essential functions continue. An updated version of the [Healthy Washington-Roadmap to Recovery](#) guide was released on 3/15/2021.

Visit the WSU Return to Work Guide: <https://hrs.wsu.edu/covid-19/ee-rtw-guide/>

