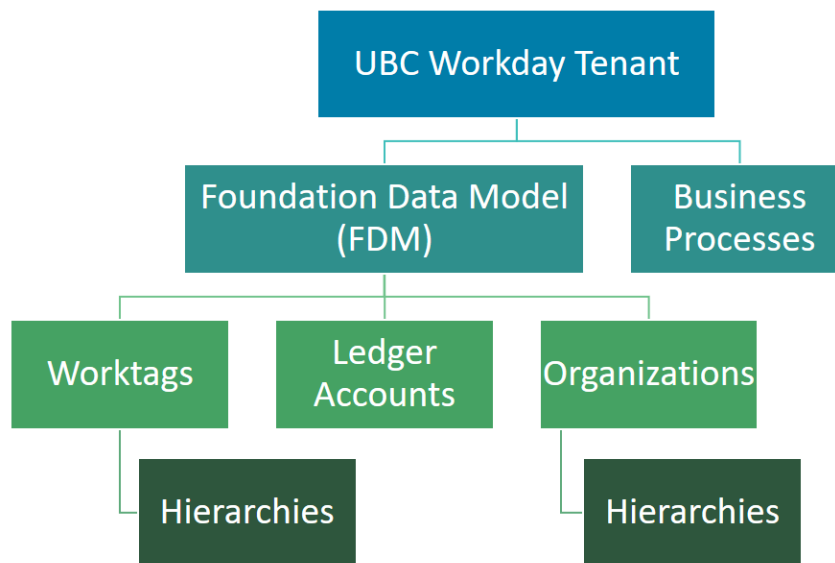


Workday Foundation Data Model Overview – Finance

What is the Foundation Data Model?

The Foundation Data Model (FDM) is the core of the entire Workday platform. FDM is the multidimensional structure of Workday accounting and financial reporting, and the basis of all Workday organizations and Worktags. It is a flexible way to define taggable business dimensions which are relevant to different areas of the organization. It also allows for the creation of a dynamic and scalable security model that will support the entire organization.

FDM is the framework to support accounting and financial reporting in Workday. The FDM combines Ledger Accounts + Organizations + Worktags, and allows HR/HCM and Finance units to share relevant configurations.



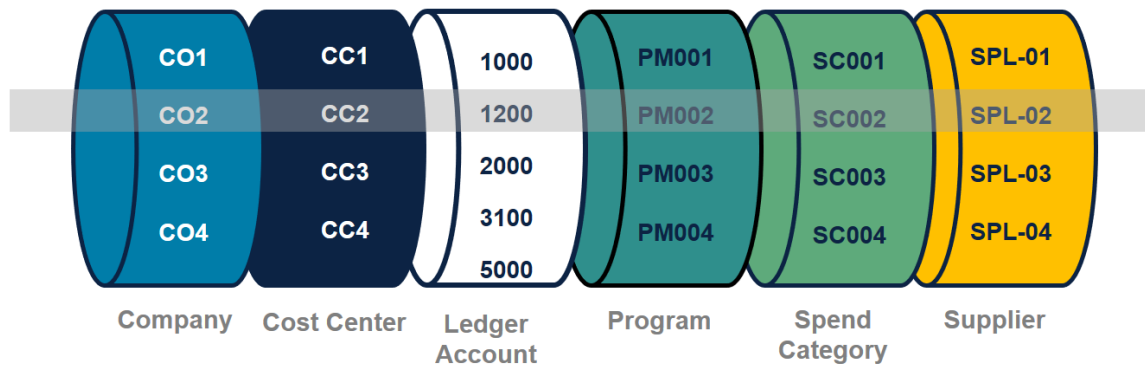
What are Worktags?

UBC’s account fields and subfields are broken down into separate Workday fields called **Worktags**. Worktags allow for flexible reporting and inquiry, will identify the various dimensions of the business and form the building blocks of the new chart of accounts in Workday.

Benefits of the Foundation Data Model (FDM) for Financials

The FDM creates flexibility in reporting by utilizing combinations of Worktag values. This enables users to easily report on any (or multiple) dimensions. Multi-purpose legacy dimensions will be replaced by a combination of a smaller number of values in each dimension.

Example of a set of FDM Elements that could be involved in a Financial Transaction



Company

The legal entity that requires standalone external financial and tax reporting. For most users, the only Company in Workday will be UBC.

Cost Center

Cost centers are Worktags that represent the lowest level of significant financial oversight or accountability. It identifies a department or unit to which costs are charged and is typically used to house people and their associated payroll cost, and operating expenses. Every cost center is part of a cost center hierarchy that rolls up to higher levels of oversight. Budgets are often created and managed at cost center level.

Naming convention: CCxxxxx [Cost Center Name] “Faculty or Administrative unit (below VP level) | Department | Sub-department”

Examples:

- Faculty of Medicine | Surgery | Neurosurgery
- Energy and Water Services | Thermal Utilities
- Applied Science | Dean's Office

Ledger Account

Ledger accounts enable Finance administrators to determine how to “account” for something purchased or sold.

Examples:

- Salaries | Staff
- Salaries | Faculty
- Travel and Accommodation

Spend Category

Enables categorization of spending. Along with the Ledger Account, enables Finance department to “account” for costs incurred.

Examples:

- Accommodation
- Meals
- Computer Hardware

Revenue Category

Enables categorization of revenue. Along with the Ledger Account, enables Finance department to “account” for something sold.

Examples:

- Rentals and Leases Revenue | Equipment Rental
- Goods and Services Revenue | Parking Revenue

Grants

Grants in Workday are Worktags that track sponsored activity funded by a third party or other entities (e.g. startup funds) at its most detailed level.

Naming Convention: GRxxxxxx [Grant name] (e.g. GR00004 AVED Coop Education Opportunities 17/18)

Examples:

- Aspire Learning & Teaching Fund
- Institutional Innovation Fund 33644

Project

A Project in Workday is a Worktag that tracks revenue and expenditures associated with a specific project for work activities that occur across cost centers or within a cost center. Projects have a distinct beginning and ending date.

Naming Convention: PJxxxxxx [Project name] (e.g. PJ00008 APSC Renovations)

Examples:

- Hebb Theatre Upgrade
- Blue & Gold Campaign
- Uganda Plastic Surgery Project

Program

A Program in Workday is a Worktag that tracks revenues and expenses for specific on-going activities that occur across cost centers or within a cost center. It describes the purpose or goal for receiving and spending university funds. A program is an activity with no defined start and end date (unlike a Project).

Naming Convention: PMxxxxxx [Program name] (e.g. Faculty of Applied Science | Chemical and Biological Engineering | Vancouver Summer Program)

Examples:

- Building Operations Waste Management - Organics
- TLEF Teaching & Learning Enhancement
- Medieval Studies Program

Gifts

A Gift is a Worktag that represents a collection of money. It can be an endowment or a donation. A donor is an individual, sometimes an institution, who makes a contribution to the gift.

Naming Convention: GIxxxxxx [Gift name] (e.g. GI00009 Museum of Anthropology Northwest Coast Masterworks Gallery Donation)

Examples:

- Irving K Barber Diabetes Research Endowment Fund
- Seaspan Donation
- Applied Science Faculty endowment - Dean's Office

