



How to – Workday

How to View Current Schedule (on computer and web view)

1. Log into Workday at tcc.fl.edu/workday
2. Click on the “Academics” icon on main page.
3. Select “View My Courses”

OR

1. Log into Workday.
2. Click on the cloud or profile picture in top right corner of main page. Then, click on “View Profile”
3. Select “Academics” on the left column. Then, click on the “Current Courses” tab.

How to View Current Schedule (on the Workday app)

1. Log into Workday app.
2. Click on “Academics” icon.
3. Select “Weekly Schedule”

How to View Open Courses (on computer and web view)

1. Log into Workday.
2. In the top “Search” bar, type “TCC Find Course” and click on the option populated titled “TCC Find Course Section by Academic Period”
3. Type desired academic period (ex: Fall 2021 Main) in box next to “Starting Academic Period” Then, click the orange “OK” button.
4. “Search” for courses using their Course ID (ex: ENC 1101)
5. Click on the blue arrow on the right of the desired Course Section to view number of “Enrolled” students compared to the section’s “Capacity”