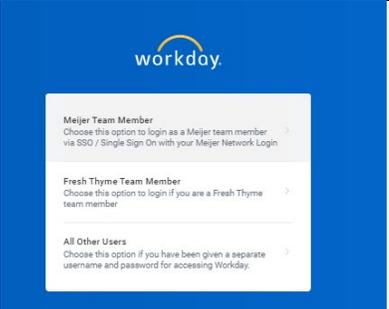
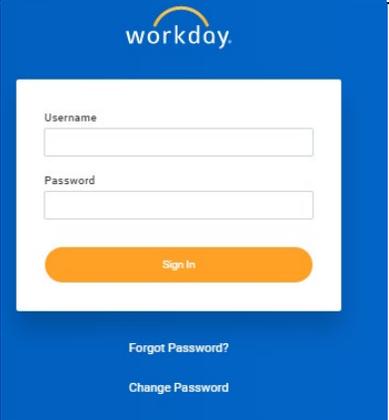
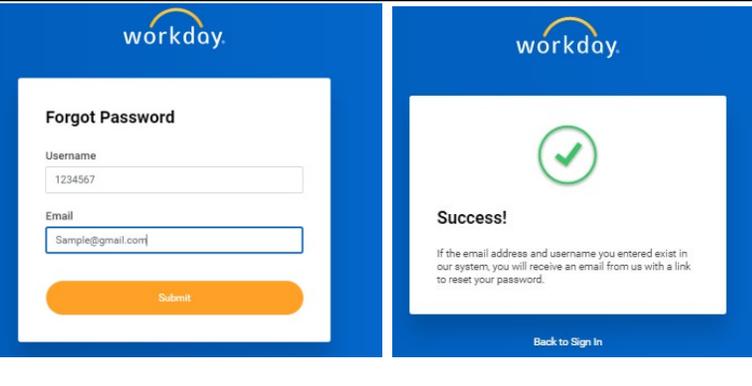
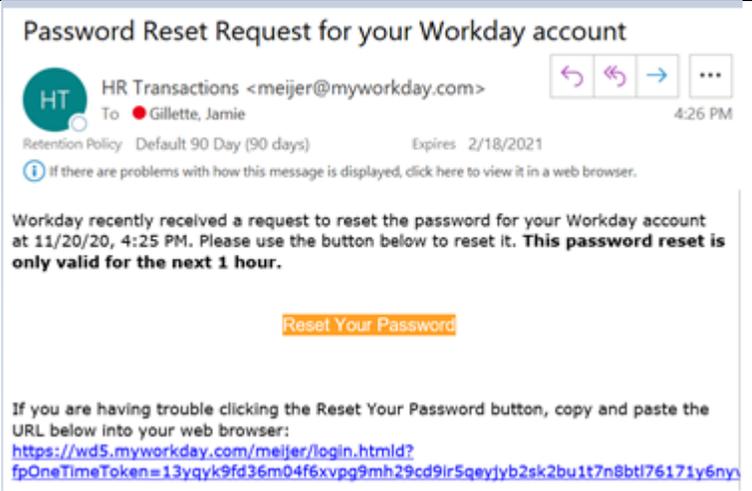


Resetting Your Workday Password After You No Longer Work for Meijer

<ol style="list-style-type: none"> Go to https://workday.meijer.com Click All Other Users. 							
<ol style="list-style-type: none"> Type your employee ID number (EmplID) in the Username box. <table border="1" data-bbox="110 535 1034 787"> <thead> <tr> <th>If you:</th> <th>Then:</th> </tr> </thead> <tbody> <tr> <td>Do not know your current password</td> <td> <ol style="list-style-type: none"> Click Forgot Password. Go to Forgotten Password below. </td> </tr> <tr> <td>Know your password and want to change it</td> <td> <ol style="list-style-type: none"> Click Change Password. Go to Setting a New Password on page 2. </td> </tr> </tbody> </table>	If you:	Then:	Do not know your current password	<ol style="list-style-type: none"> Click Forgot Password. Go to Forgotten Password below. 	Know your password and want to change it	<ol style="list-style-type: none"> Click Change Password. Go to Setting a New Password on page 2. 	
If you:	Then:						
Do not know your current password	<ol style="list-style-type: none"> Click Forgot Password. Go to Forgotten Password below. 						
Know your password and want to change it	<ol style="list-style-type: none"> Click Change Password. Go to Setting a New Password on page 2. 						

Forgotten Password

<ol style="list-style-type: none"> Type your employee ID number (EmplID) in the Username box. Enter the personal email address listed in your Workday account in the Email box. <p> NOTE: Do not use a meijer.com email address.</p> <ol style="list-style-type: none"> Click Submit. <p>You will see a Success message.</p>	
-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-------------------------------------------------------------------------------------

<p>If the email you entered matches the personal email address listed in your Workday account, you will receive an email containing a link to a Change Password screen.</p> <p> NOTE: If you do not receive an email, contact the Support Center at 616-791-2727 and ask them to update your Personal Contact information in Workday with a personal email address you can access.</p> <p>Continue to the next page.</p>	
---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------------------------

4. Click the link in the email, or copy and paste it into your browser.
5. Type a new password in the **New Password** box.
6. Type the same new password in the **Verify New Password** box.
7. Click **Submit**.

Your new password must be at least 12 characters long and must include at least one of each of these:

- Uppercase letters.
- Lowercase letters.
- Numbers.
- Special characters !"#\$%&'()*+,-./:;=>@[\\]^_`{|}~

This will log you into Workday, and your new password will be your password going forward.

Setting a New Password

1. Type your employee ID number (EmplID) in the **Username** box.
2. Type your *current* password in the **Old Password** box.
3. Type a new password in the **New Password** box.
4. Type the same new password in the **Verify New Password** box.
5. Click **Submit**.

Your new password must be at least 12 characters long and must include at least one of each of these:

- Uppercase letters.
- Lowercase letters.
- Numbers.
- Special characters !"#\$%&'()*+,-./:;=>@[\\]^_`{|}~

This will log you into Workday, and your new password will be your password going forward.