Updating Personal Information in Workday

1) Log into Single-Sign on https://sso.tamus.edu/  
2) Select “Workday”  
3) Select the Worklet for "Personal Information"  
4) You can “Change” or “View” various types of personal information

5) When you open any on the “Change” list, the “Edit” button is at the top, this allows the fields to be updated. For Example: