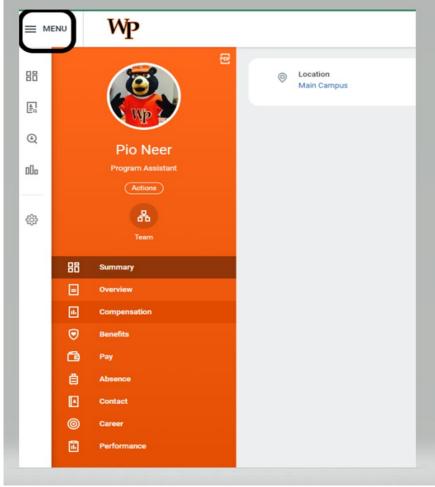
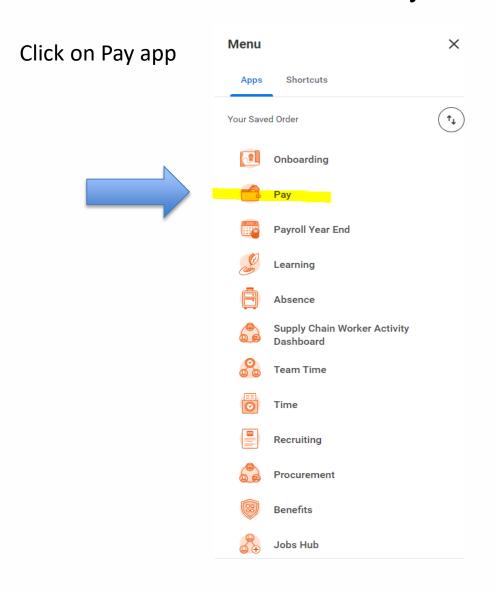
To access the global navigation in Workday, follow these steps:

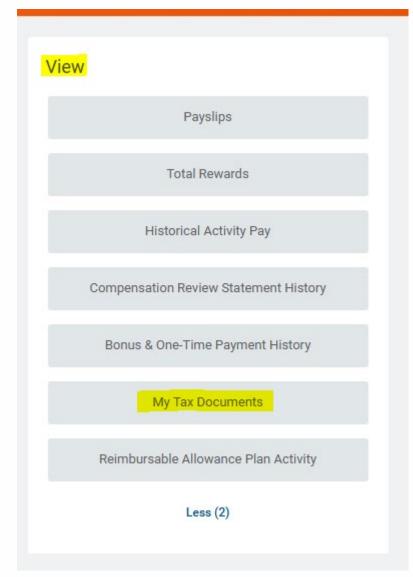
- 1. Log into Workday: Enter your username and password to log in.
- 2. Click the Menu: In the top navigation bar, look for the Menu icon, typically represented by three horizontal lines (often called the "hamburger" icon) or a similar symbol.
- **3.** Access Global Navigation: Clicking on the Menu icon will open the global navigation, giving you access to different Workday modules and option.







Under View, click on My Tax Document





Click on View/Print

