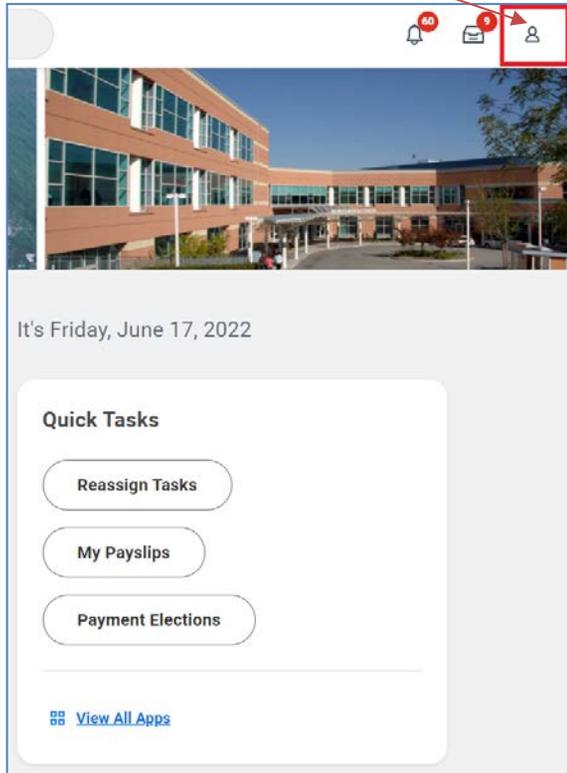


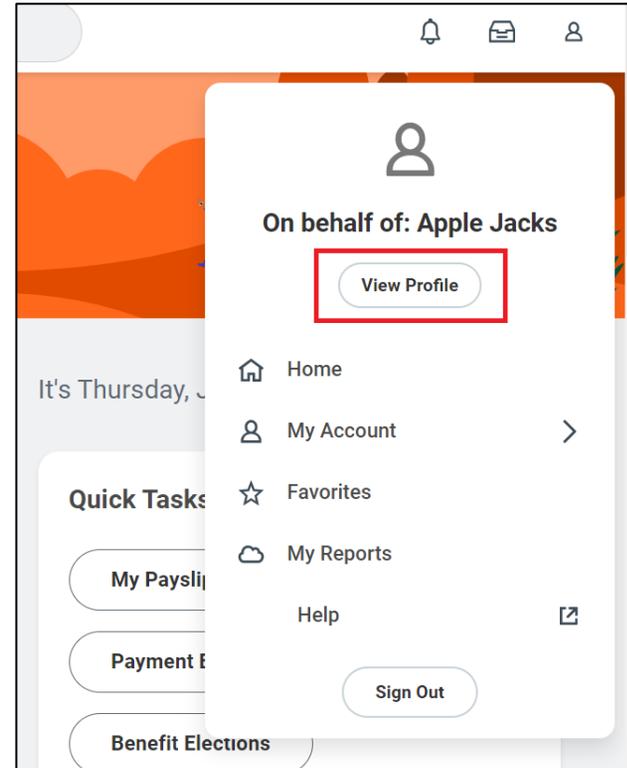
Viewing Frozen Sick Leave



1. Click on the **profile icon** in the upper right side of your Workday home screen.



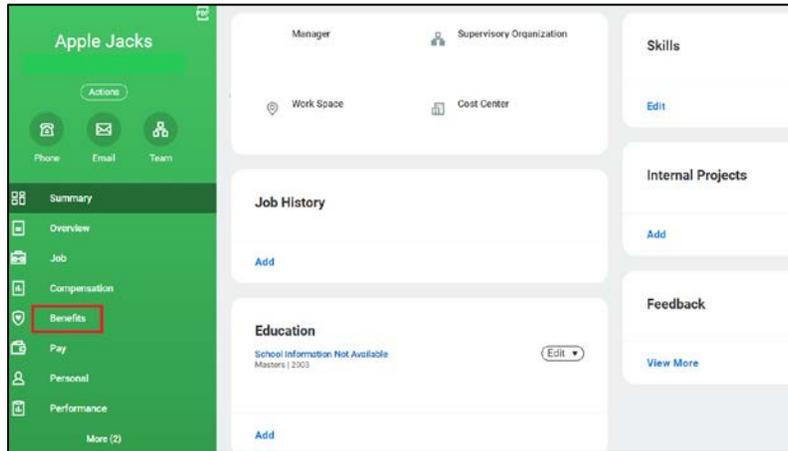
2. Click on **View Profile**.



Viewing Frozen Sick Leave



3. Click on **Benefits** on the righthand side.



4. Click on **Additional Data**. Your current frozen sick leave balance will be listed under the **Frozen Sick Hours Benefit Plan**.

