

Accessing Workday

If you do not have a work email address, follow the instructions below in #2.

Link to Workday: <https://www.myworkday.com/henryschein/login.html>

#1 If you have a work email account:

1. Click the above Workday link then click **Henry Schein SSO** to log in with your work email address and password.
2. Your **Username** and **Password** are the same used to login to the Henry Schein Network (email).

Example: Ted.Lasso@Henryschein.com

If you have questions about your network account or network password, email Helpdesk@henryschein.com or call the IT Help Desk at 631-843-5555.

If you are a Henry Schein One TSM, follow these instructions to log into Workday:

1. Click on **Henry Schein One TSM** to log in with Azure. For questions, please reach out to your IT department.

#2 If you do not have a work email address:

If you do not have a Henry Schein network account, follow these instructions to log into Workday:

1. Click the above Workday link and click **TSM without a Work Email Address** to log in with your Username and Password.
2. Your **Username** will be your **TSM ID**:
 - a. If hired prior to 9/22/15, your username will be prefixed with US.
Example: US123456
 - b. If hired after 9/22/15, your username will be prefixed with G.

Example: G123456

- c. If you are unsure of your TSM ID, please contact your HR Business Partner.
3. Your initial temporary password was sent to your personal email address during onboarding. You will have updated it the first time you logged in. Please use the updated password.

If you would like to access Workday mobile via the Workday App and need instructions, please click [here](#) and click on the How-To-Guides, Accessing Workday, then Workday Mobil.