



HR Connector – Dayforce

Dayforce Account Linking Guide

Dayforce HCM: Account Linking Guide

This guide explains how to configure Dayforce HCM for Rydoo's HR connector integration. To authenticate Dayforce HCM using credentials, you need a **Company ID and credentials**. Before configuring the integration, ensure that the role used for the integration is set as the default role for the authenticating user.

To change a Role to become your Default, go to **System Admin > User**. Find the User you want to the Role that you will be configuring for this integration.

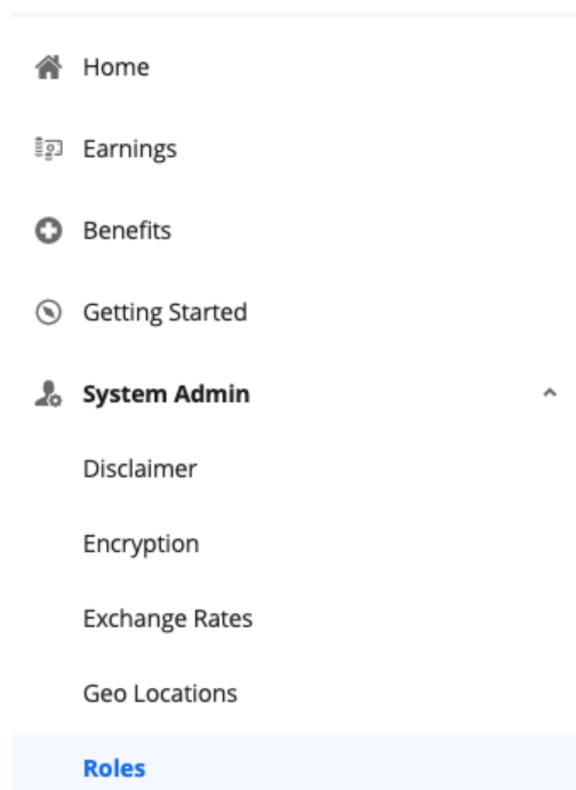
Scope

This guide covers the following scopes, which are relevant to the Rydoo HR connector integration:

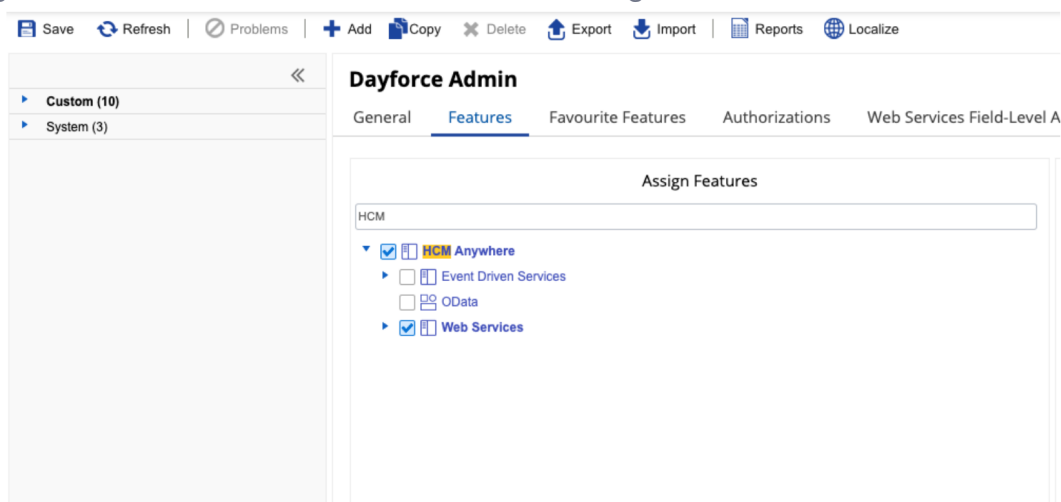
- Employee.display_full_name
- Employee.employment_status
- Employee.first_name
- Employee.groups
- Employee.last_name
- Employee.manager
- Employee.work_email
- Group

Step 1: Configure Feature Access

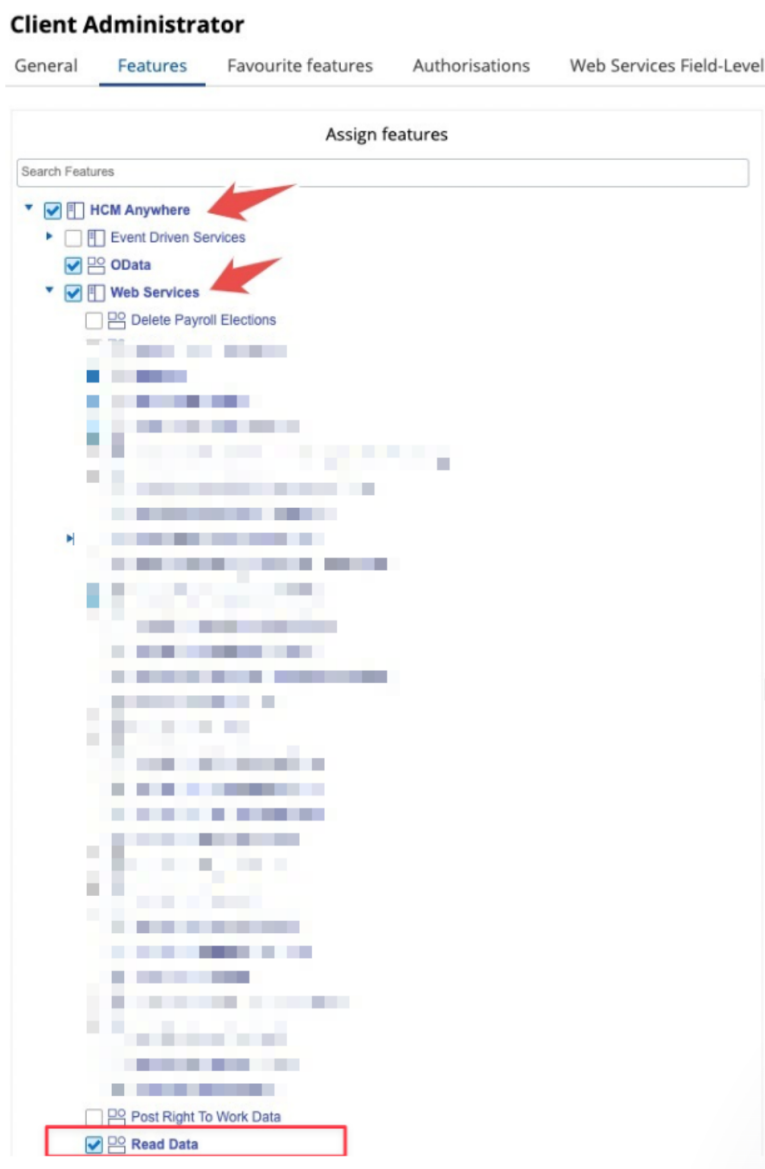
From the hamburger menu in the top-left corner of Dayforce, go to **System Admin > Roles**.



Navigate to **Features**, and make sure the following items are selected:



Expand **Web Services** and ensure that **Read Data** is selected:



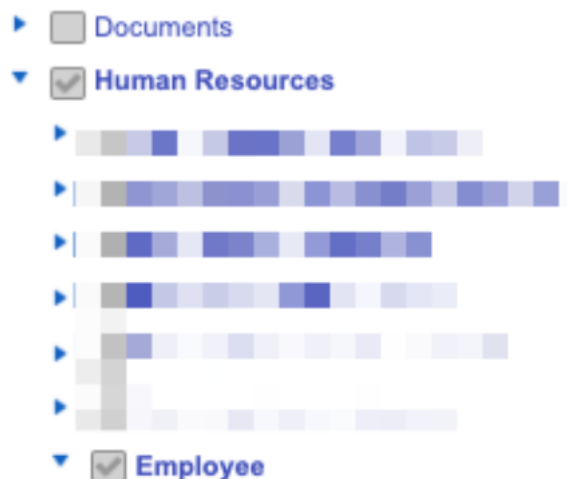
Step 2: Configure Authorizations

Navigate to **Authorizations**. Select **Can Read** for the following permissions required for Rydoo:

Authorization
Employee Contact Information
Employee Contact Information - Business
Employee Contact Information - Personal
Employee Key Information
Employee Personal Information
Employee Status Information
Employee Work Assignment – Primary Records
Employee Work Assignment – Secondary Records
User Information

Step 3: Configure Web Services Field-Level Access

Navigate to **Web Services Field-level Access**, then go to **RESTful Services > Human Resources > Employee**.



Enable the foundational fields **EffectiveStart**, **EffectiveEnd**, and **XRefCode**. Then expand the following sections as they are needed for the Rydoo integration:

Name data

Enable **FirstName**, **LastName**, and **CommonName** (or DisplayName) under Employee.

- RESTful Services > Human Resources > Employee > FirstName
- RESTful Services > Human Resources > Employee > LastName
- RESTful Services > Human Resources > Employee > DisplayName
- RESTful Services > Human Resources > Employee > CommonName

Employment data

Right-click **Employment Statuses** under Employee and **Select All**. Right-click **Employment Status** Group and **Select All**.

- RESTful Services > Human Resources > Employee > EmploymentStatuses > EmploymentStatus > XRefCode
- RESTful Services > Human Resources > Employee > EmploymentStatuses > EmploymentStatusGroup > XRefCode

Email & contact information

Enable **Contacts** and **Addresses**, including all child nodes under Employee.

- RESTful Services > Human Resources > Employee > Contacts > ElectronicAddress
- RESTful Services > Human Resources > Employee > Contacts > EffectiveEnd
- RESTful Services > Human Resources > Employee > Contacts > ContactInformationType > XRefCode
- RESTful Services > Human Resources > Employee > Contacts > ContactInformationType > ShortName
- RESTful Services > Human Resources > Employee > Contacts > ContactNumber

Manager information

Right-click **Employee Managers** under Employee and **Select All**.

- RESTful Services > Human Resources > Employee > EmployeeManagers > ManagerXRefCode

Groups & org structure

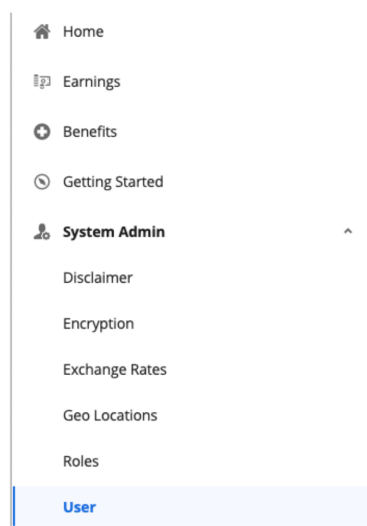
Enable **RESTful Services > Configuration > Location**, including all child nodes.

Enable **RESTful Services > Human Resources > OrgUnitInfos**.

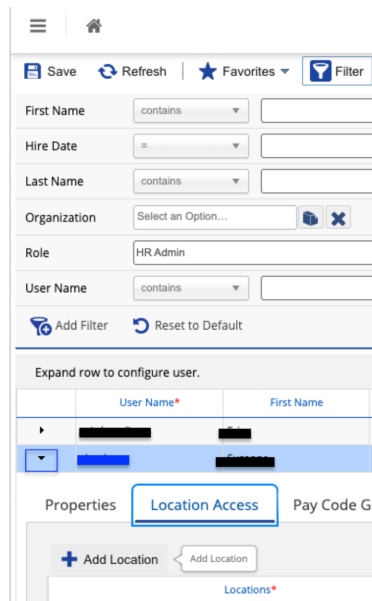
- RESTful Services > Human Resources > Employee > OrgUnitInfos > OrgUnitDetail > XRefCode
- RESTful Services > Configuration > Location > XRefCode
- RESTful Services > Configuration > Location > OrgLevel > ShortName
- RESTful Services > Configuration > Location > LongName
- RESTful Services > Configuration > Location > ShortName

Step 4: Configure Org-Level Access

- Go to **System Admin > User**. Ensure that the authenticating user has **Can See Self** enabled.



- Expand the user by selecting the small down arrow. Select **Location Access**, then choose + **Add Location**. Add the **Company Level Location**.



Step 5: Authenticate in the Linking Flow

Gather your **Company ID**, **User Name**, and **Password**. Enter these credentials in the linking flow and select **Submit**.

CERIDIAN

Enter your Ceridian Dayforce Company ID

How do I find my Company ID?

Enter the company ID that you use when you log in.

If you do not have your company ID, your employer should be able to provide your company ID.

[Stuck? See detailed instructions with screenshots](#)

CERIDIAN

Enter your Ceridian Dayforce credentials

How do I find my credentials?

Enter your username and password used to login to Ceridian Dayforce.

Please ensure that your User Role has the appropriate Field Level Access detailed in our guide.

[Stuck? See detailed instructions with screenshots](#)

After the connection is established, you will need to provide to your CSM the field names for the integration. The following field names are required to be able to map them accurately: Branch Name, Branch ID, Group Name and Group ID. These fields must always contain an attribute mapping. If not selected, the integration connector will not work.

Note: the values of Branch ID and Branch name must be a 1:1 match between Dayforce and Rydoo. Otherwise, the connector will not be able to sync data.