Below is a snapshot of how the information should be entered.

**Optional Worktag - New**

Provide an explanation for the Optional Worktag in the Describe the Request box below:

**Describe the Request**

- Requesting Department Reporting work tag for SENSIP Consortium member

**College or Department Name and Workday Prefix (Required)**

- ENGR-SENSIP

**Reporting Worktag (Required)**

- [ ] Academic Employee
- [ ] ASU Audit
- [ ] Debt
- [ ] Department Reporting
- [ ] Department Reporting Roll
- [ ] Tuition and Fees
- [ ] None of the above

**Provide Department Reporting Name (limited to 62 characters):**

Department Reporting name should be in the following format: Prefix-Name. (Required)

- ENGR-SENSIP NXP