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## Workday Workday-Pro-HCM-Reporting Exam Syllabus Topics:

Topic	Details
Topic 1	<ul style="list-style-type: none"><li>Human Capital Management: Human capital is a concept used by economists and social scientists to designate personal attributes considered useful in the production process. Candidates are assessed for their HCM skills.</li></ul>
Topic 2	<ul style="list-style-type: none"><li>Calculated Fields: This domain assesses the skills of candidates regarding calculations. A calculation is a deliberate process that transforms one or more inputs into one or more results.</li></ul>
Topic 3	<ul style="list-style-type: none"><li>Reporting: Business Reporting is used to inform management and investors of information such as financial performance, the market outlook, or the performance of a specific department. Candidates are tested for their business reporting skills.</li></ul>
Topic 4	<ul style="list-style-type: none"><li>Composite Reporting: This domain of the Workday Pro HCM Reporting Certification exam measures the skills of HRIS Analysts and covers building and managing Composite Reports to deliver advanced insights across Workday HCM data.</li></ul>

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## Workday Pro HCM Reporting Certification Exam Sample Questions (Q52-Q57):

### NEW QUESTION # 52

You are viewing a Report Performance Log and notice the Top Level Filter Time is high. How should you edit the report definition to improve this?

- A. Use built-in data source prompts instead of filters
- B. Use calculated fields instead of filters
- C. Use a different data source
- D. Use subfilters instead of filters

**Answer: A**

Explanation:

Workday's Report Performance Log highlights processing time contributors such as "Top Level Filter Time." If this is high, the best practice is to replace report filters with built-in data source prompts, since prompts restrict data earlier in processing, improving performance.

From the Workday Reporting documentation:

"To improve report performance, leverage built-in data source prompts instead of filters whenever possible. Prompts reduce the data set retrieved before filters are applied, minimizing filter processing time." Therefore, the correct answer is B. Use built-in data source prompts instead of filters.

### NEW QUESTION # 53

A report writer needs to create a report and wants to ensure they are using a data source that provides optimized performance on large volumes of data they will generate.

What type of data source should the report writer use for the required data set?

- A. Trended
- B. Targeted
- C. Indexed
- D. Standard

**Answer: C**

Explanation:

Workday provides multiple types of data sources when creating reports. Among them, Indexed Data Sources are specifically designed for performance optimization on large data volumes. They allow faster retrieval and better scalability when working with high record counts, because they are pre-optimized for reporting and queries.

From the Workday Reporting guide:

"Indexed data sources provide optimized performance for large data volumes. These data sources are indexed on commonly used fields and are specifically designed to support high-performance queries." Thus, the correct choice is A. Indexed for ensuring performance with large datasets.

### NEW QUESTION # 54

You are building a report to identify employees who have exceeded the allowed number of 10 sick days in the current year.

Using the Sick Days Taken field, what is the correct formula to create a Boolean calculated field that returns True if an employee has exceeded the allowed number of sick days?

- A. Sick Days Taken > 10
- B. Sick Days Taken >= 10
- C. Sick Days Taken = 10
- D. Sick Days Taken = False

**Answer: A**

Explanation:

To check whether a worker's sick days exceed the threshold of 10, you must define a Boolean condition. The expression Sick Days Taken > 10 evaluates to True when the value is greater than 10, and False otherwise.

From Workday Reporting documentation:

"True/False conditions can be created using numeric comparisons such as greater than (>), less than (<), or equal to (=). These return True or False depending on the worker's data." Thus, the correct formula is A. Sick Days Taken > 10.

#### NEW QUESTION # 55

You need a calculated field that returns whether or not the initiator for a Manage Goals event is the worker's manager.

- A. Evaluate Expression
- B. Lookup Related Value
- C. Evaluate Expression Band
- **D. True/False Condition**

**Answer: D**

Explanation:

The True/False Condition calculated field is used to return Boolean results (True or False) based on defined criteria. In this scenario, the field must evaluate whether the event initiator equals the worker's manager. By setting that condition, the calculated field will return True if the initiator is the manager and False otherwise.

From Workday Reporting documentation:

"True/False Condition - Creates a Boolean field that evaluates a condition and returns True or False depending on whether the condition is met." Thus, the correct answer is B. True/False Condition.

#### NEW QUESTION # 56

A compensation analyst would like a report that includes an Expected Deadline field that returns a date 60 days after the Bonus Approval Date field.

- A. Build Date
- B. Format Date
- **C. Increment or Decrement Date**
- D. Date Difference

**Answer: C**

Explanation:

Workday calculated fields allow users to manipulate dates, numbers, and text values. To calculate a new date based on an existing date field (e.g., Bonus Approval Date), you use the Increment or Decrement Date function. This adds or subtracts a defined number of days, months, or years from the source date.

From Workday Reporting documentation:

"Increment or Decrement Date - Returns a date that is a specified number of days, months, or years before or after the value of the source date field." Example: If the Bonus Approval Date is 01/01/2025, adding 60 days using this function would return 03/02/2025.

Thus, the correct choice is A. Increment or Decrement Date.

#### NEW QUESTION # 57

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