

# Sample Workday-Pro-HCM-Reporting Questions - New Workday-Pro-HCM-Reporting Braindumps Ebook



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

Topic	Details
Topic 1	<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 2	<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 3	<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>
Topic 4	<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>

## Pass Guaranteed 2026 High-quality Workday Workday-Pro-HCM-Reporting: Sample Workday Pro HCM Reporting Certification Exam Questions

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### Workday Pro HCM Reporting Certification Exam Sample Questions (Q40-Q45):

#### NEW QUESTION # 40

Refer to the following scenario to answer the question below.

You have prepared the following matrix report for a recruiting manager.

Hiring Source	San Francisco				New York				Boston				Other				Total			
	Average Base Pay	Count																		
Employee referral	\$158K	27	\$134K	31	\$138K	2	\$138K	7	\$117K	18	\$142K	61								
Headhunter	\$107K	1	\$125K	3	\$125K	0	\$143K	7	\$124K	16										
LinkedIn	\$113K	13	\$116K	6	\$235K	3	\$104K	16	\$119K	38										
Other	\$117K	27	\$89K	13	\$82K	6	\$72K	54	\$87K	100										
Total	\$130K	74	\$122K	30	\$117K	16	\$91K	95	\$111K	215										

The recruiting manager wants the rows to sort by Total Count, rather than Total Average Base Pay.

How can you adjust the report definition to address this requirement?

- A. Add a new row to the grid on the Sort tab.
- B. Adjust the Maximum Number of Rows value.
- C. Reorder the rows in the Define the Field(s) to Summarize grid.
- D. Add a new row to the grid on the Filter tab.

**Answer: A**

Explanation:

In Workday reporting, row ordering is controlled on the Sort tab of the report definition. If you want the rows in a matrix report to sort by a specific field (such as Total Count), you must add that field to the Sort tab. Filters limit records, and summarizations define metrics, but sorting rules are explicitly defined in the Sort configuration.

From the Workday Reporting documentation:

"Sort - Control the order to present and group data. You can specify options for subtotals, grand totals, and outlines. Add a row on the Sort tab to define sorting by a particular field." Therefore, to sort rows by Total Count instead of Total Average Base Pay, the correct step is C. Add a new row to the grid on the Sort tab.

#### NEW QUESTION # 41

You are building a report that shows employee performance ratings and their associated performance review details. The report uses the Performance Review primary business object. Using a calculated field, what formula should you use to retrieve the employee's job title from the related Worker business object?

- A. Evaluate Expression Band
- B. Aggregate Related Instances
- C. **Lookup Related Value**
- D. Lookup Range Band

**Answer: C**

Explanation:

The correct choice is Lookup Related Value, because this function allows you to retrieve a field from a related business object that is not directly stored on your primary object. In this scenario, the primary business object is Performance Review, which holds performance-related data but not job-related data such as Job Title. Since Job Title resides on the Worker business object, you need to link from Performance Review to Worker and then retrieve Job Title.

The Workday reporting guide explains: "Lookup Related Value - Returns a field from a related business object. Use this to bring data from associated objects into a report when the field is not directly available on the primary object.". This ensures the Performance Review data can be combined with Job Title for meaningful insights.

By contrast, Aggregate Related Instances is used to roll up multiple related values, Range Band applies thresholds, and Evaluate Expression Band is used for conditional ranges, not cross-object retrieval.

**NEW QUESTION # 42**

You would like to create an advanced report that contains information about employees and their dependents. Where can you go to identify the field that links the two business objects, Worker and Dependent?

- A. The Related Business Object column of the Report Fields report
- B. The business object's Related Actions > Reporting > Report Fields and Values
- C. The Columns tab of a report definition
- D. **The Related Business Objects tab of the Business Object Details report**

**Answer: D**

Explanation:

To connect multiple business objects in reporting, Workday provides the Business Object Details report. The Related Business Objects tab within this report shows how different business objects are linked (e.g., Worker to Dependent). This enables report writers to identify which fields connect the primary and secondary objects.

From the Workday Reporting documentation:

"The report data source provides the view into the primary business object. This object gives you access to class report fields as well as links to related business objects." Therefore, the correct answer is C. The Related Business Objects tab of the Business Object Details report.

**NEW QUESTION # 43**

You configured a trending report for an HR analyst that shows headcount by country trends by quarter. The HR analyst has asked for the data to display for each month, rather than each quarter.

How can you fulfill these requirements?

- A. Add a report prompt that uses the Trending Period field.
- B. Edit the field on the Column Grouping grid in the report definition.
- C. **Edit the Group by Time Period field in the report definition.**
- D. Run the Maintain Trended Workers task and modify the Trending Period.

**Answer: C**

Explanation:

When designing trending reports, the Group by Time Period field determines how the trended records are aggregated and displayed. By default, reports may show quarterly or annual rollups, but this can be easily adjusted to monthly without needing to reconfigure or regenerate trending data.

From the Workday documentation: "In trending reports, the Group by Time Period setting allows users to choose the granularity of the results, such as monthly, quarterly, or annually. This setting controls the display of data in charts and tables." Other options are less appropriate: editing the Column Grouping grid changes report layout but not trending intervals, using a prompt does not change aggregation, and running the Maintain Trended Workers task changes system-wide trending setup, not individual report display. Thus, the correct approach is B. Edit the Group by Time Period field in the report definition.

**NEW QUESTION # 44**

You are configuring a waterfall visualization showing employee movement. To properly display the information, you need the

Termination Count field to return as a negative number.

- A. Format Number
- B. Extract Single Instance
- C. Numeric Constant
- D. Arithmetic Calculation

**Answer: D**

Explanation:

When creating custom reports and visualizations, calculated fields can transform values. To change positive counts into negative values (such as terminations in a waterfall chart), you use the Arithmetic Calculation function. This function allows you to perform math operations (addition, subtraction, multiplication, division) on numeric fields. By multiplying the Termination Count by -1, the result displays as a negative number.

From Workday Reporting documentation:

"Arithmetic Calculation - Performs mathematical operations on numeric fields. You can create new numeric outputs such as percentages, ratios, or negatives by applying arithmetic logic." Thus, the correct answer is C. Arithmetic Calculation.

## NEW QUESTION # 45

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