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Quiz 2026 Workday-Pro-HCM-Reporting: Professional Workday Pro HCM Reporting Certification Exam Relevant Answers

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

Topic	Details
Topic 1	<ul style="list-style-type: none">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.

Topic 2	<ul style="list-style-type: none"> • 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.
Topic 3	<ul style="list-style-type: none"> • 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.
Topic 4	<ul style="list-style-type: none"> • 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.

Workday Pro HCM Reporting Certification Exam Sample Questions (Q33-Q38):

NEW QUESTION # 33

You transferred ownership of your report to an HR Analyst. Then, you run the Custom Report Exception Audit report, and a critical error appears next to the report you just transferred.

Why could this be?

- A. The HR Analyst is not in the same location as you are.
- B. The report has prompts.
- C. The report is not shared with anyone.
- D. The HR Analyst does not have access to all of the fields on the report.

Answer: D

Explanation:

When ownership of a custom report is transferred in Workday, the system immediately evaluates whether the new report owner has full security access to all components of the report. This includes access to the data source, all report fields, calculated fields, and any secured domains referenced by the report. If the new owner lacks access to even one secured field or domain, the report becomes invalid for that owner.

The Custom Report Exception Audit report is specifically designed to identify these types of issues. A critical error appears when the report owner does not meet the minimum security requirements to maintain or run the report.

From the Workday HCM Reporting documentation:

"When transferring ownership of a custom report, the new owner must have access to all fields and data sources used in the report. If access is missing, the Custom Report Exception Audit will flag the report with an error."

"Critical errors indicate security or configuration issues that must be resolved for the report to function correctly." The other options are incorrect because location has no impact on report ownership, prompts are supported in reports, and sharing controls visibility-not ownership validity.

NEW QUESTION # 34

An HR analyst has many visualizations in different discovery boards that use the Workers for HCM Reporting data source on the Worker primary business object. The analyst wants to drill into one of the visualizations by Worker. Upon drilling, the analyst notices that Worker is not a listed Drill By field option. They want to drill by Worker without editing the Drill By list of the other visualizations.

How would the analyst configure this?

- A. Drag and drop the Worker field in one of the dimensions of this visualization in the Builder Panel.
- B. Add Worker as a Drill By field from the Maintain Field Lists for Discovery Boards report.
- C. Create a control from a sheet filter and filter the data by Worker from the Control Panel.
- D. Override the Drill By field list and add Worker in the Configuration Panel for this visualization.

Answer: D

Explanation:

In Discovery Boards, drill behavior is defined in the Drill By field list. To add Worker as a drillable option in just one visualization, the analyst can override the Drill By list in the Configuration Panel of that visualization. This allows Worker to appear as a drill dimension without altering the defaults applied across other visualizations.

From the Workday documentation: "You can override Drill By field lists in the visualization configuration panel. This enables drill customization on a per-visualization basis without impacting other discovery boards." The other options are less appropriate: Maintain Field Lists changes the default for all boards; adding Worker as a dimension affects grouping, not drilling; and sheet filter controls allow filtering but do not add drill options.

Thus, the correct choice is D. Override the Drill By field list and add Worker in the Configuration Panel for this visualization.

NEW QUESTION # 35

You are creating a custom report that displays employee salary amounts. You need to ensure that compensation analysts have the appropriate security permissions to view this information for all employees.

How do you confirm the security group's access to salary amounts?

- A. Assign individuals to the compensation analyst security group.
- B. Review the domain security policy on the report's data source.
- C. Run the Activate Security Policy Pending Changes task.
- D. Review the domain security policy on the salary amount report field.

Answer: D

Explanation:

In Workday, access to sensitive data such as salary amounts is controlled at the report field level through security domains. Even if a user has access to the report itself or the data source, they will not be able to see secured fields unless their security group has permission to the domain that specifically secures that field.

The Workday HCM Reporting documentation explains that report fields are securable items and are governed by domain security policies. To confirm whether compensation analysts can view salary amounts for all employees, you must review the domain security policy associated with the Salary Amount report field and verify that the appropriate security group has View (or higher) access.

From the Workday documentation:

"Security access to report fields is controlled by domain security policies. Users must have access to the domain that secures a report field in order to view its data."

"Even when users have access to a report or data source, secured fields will not display unless domain permissions are granted."

Running Activate Security Policy Pending Changes applies changes but does not confirm access. Assigning users to a security group does not ensure that the group has the correct domain permissions. Reviewing only the data source security is insufficient because salary visibility is controlled at the field/domain level.

NEW QUESTION # 36

How can you view the latest content housed in WDSsetup?

- A. Run the What's New report in your Workday tenant.
- B. Migrate the content from WDSsetup into a Sandbox tenant using Object Transporter (OX).
- C. Sign in to the Shared WDSsetup tenant through the Workday Community.
- D. Access your Customer Central tenant.

Answer: C

Explanation:

Workday maintains a shared WDSsetup tenant where customers can access the latest delivered content, including reports, dashboards, and calculated field templates. Customers must log in through the Workday Community portal to access this tenant.

From the Workday binder: "The WDSsetup tenant provides shared configuration content maintained by Workday. Customers can access the tenant through Workday Community to review the latest delivered reports and dashboards." The other options are incorrect: Object Transporter (OX) migrates content between customer tenants, not WDSsetup. Customer Central is a separate tenant for learning, not for content review. The "What's New" report shows system updates, not the latest WDSsetup content. Therefore, the correct answer is C. Sign in to the Shared WDSsetup tenant through the Workday Community.

NEW QUESTION # 37

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. Arithmetic Calculation
- C. Extract Single Instance
- D. Numeric Constant

Answer: B

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 # 38

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