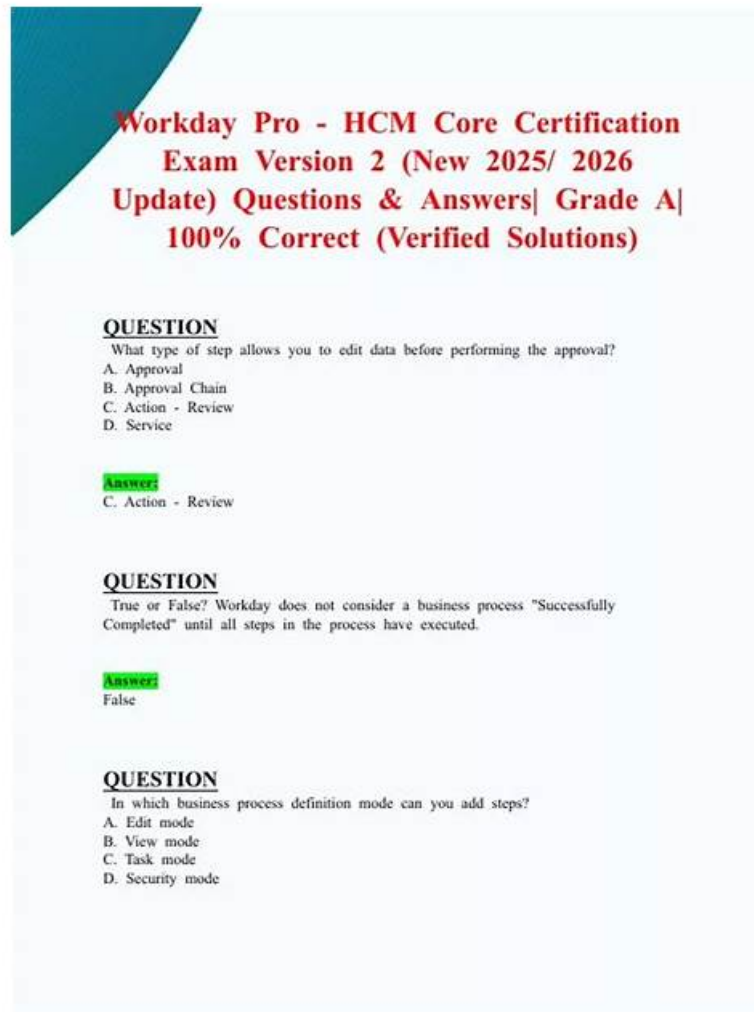# 100% Pass 2026 Workday High Hit-Rate Workday-Pro-HCM-Reporting Customizable Exam Mode

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

Topic	Details
Topic 1	• 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 2	• 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 3	• 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 4	• 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 (Q26-Q31):

NEW QUESTION # 26
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. Indexed
- B. Trended
- C. Standard
- D. Targeted

Answer: A

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 # 27
A report that uses an indexed data source is running slowly for an HR analyst. The report is sorted by the Worker object field.
What can you do to improve the sorting performance?

- A. Change the data source on the report
- B. Select the Sort by First Accessible Column checkbox
- C. Sort by the Full Name (text) field instead

- D. Create a calculated field that only pulls the first name of the worker

Answer: C

Explanation:
When reports use Indexed Data Sources, performance issues can arise if sorting is attempted on fields that are not indexed. In the case of the Worker object, sorting directly by the Worker object field is slower. Workday best practice is to sort by text-based fields such as the "Full Name (text)" field, which improves query performance because it leverages indexed fields.
From the Workday reporting materials:
*"For indexed data sources, performance improves when sorting by text fields such as Full Name (text), instead of object fields. Sorting by object fields causes slower performance, whereas text-based fields use the

NEW QUESTION # 28
You need to filter a custom report to only return data on part-time employees.
To achieve this, what comparison type should you use when creating the filter?

- A. Prompt the user for the value and ignore the filter condition if the value is blank
- B. Value specified in this filter
- C. Value from another field
- D. Prompt the user for the value

Answer: B

Explanation:
When creating a custom report, filters restrict which data records are returned. Workday allows different comparison types for filters. The option "Value specified in this filter" lets you hard-code a condition (for example, Time Type = Part-Time), so the report consistently returns only part-time employees without requiring user input.
From the Workday Reporting documentation:
"Filter - Add conditions to filter the primary business object."
"Prompts - You can further narrow and refine your report results by having the user complete prompt fields before they run the report... or use value specified in this filter for fixed filtering." Therefore, the correct answer is C. Value specified in this filter.

NEW QUESTION # 29
You are configuring a matrix report that groups average performance ratings by supervisory organization. However, the report users would like to be able to drill down and view data at each level of the hierarchy. How should you edit the report definition to achieve this functionality?

- A. Include a Lookup Related Value calculated field in the Detail Data grid.
- B. Include a Lookup Hierarchy Rollup calculated field in the Drillable Fields grid.
- C. Add a Detail Data Override.
- D. Update your supervisory organization sort order to Logical sort order - Descending.

Answer: B

Explanation:
Matrix reports in Workday allow grouping and summarization of data, but to drill down through hierarchical structures such as supervisory organizations, you must configure hierarchy-aware calculated fields. The Lookup Hierarchy Rollup function enables drillable hierarchies, showing performance metrics at each level of the organizational tree.
The Workday binder notes: "Matrix reports allow you to group data, summarize the metrics for each grouping, and drill into the summarizations for further analysis." . This means you can expand results from the top supervisory org down to teams and individual workers.
Using a simple Lookup Related Value would only pull in one field from a related object, not enable hierarchical drill-down. Similarly, changing sort order or adding overrides does not create drillable hierarchies. Only Lookup Hierarchy Rollup enables this behavior.

NEW QUESTION # 30
A worker report uses a filter based on the Location field, using the comparison type Prompt the user for a value. A user runs this report and leaves the prompt value blank.
What Worker instances display on the output?

- A. All Worker instances, regardless of the value of the Location field
- B. Only Worker instances where the Location field value is blank
- C. No Worker instances, regardless of the value of the Location field
- D. Only Worker instances where there is a value of the Location field

Answer: A

Explanation:
Workday report filters allow prompts so users can enter values when running a report. If the prompt value is left blank, Workday treats it as though no filter condition has been applied, so the system returns all available Worker instances regardless of the Location field.
From the Workday Reporting guide:
"Prompts - You can further narrow and refine your report results by having the user complete prompt fields before they run the report. You can set default values for prompts... If left blank, the filter condition is ignored and all data is returned." Therefore, the correct answer is D. All Worker instances, regardless of the value of the Location field.

NEW QUESTION # 31

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