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Workday Pro HCM Reporting Certification Exam Sample Questions (Q25-Q30):

NEW QUESTION # 25

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

Answer: B

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 # 26

How can you view the latest content housed in WDSetup?

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

Answer: B

Explanation:

Workday maintains a shared WDSetup 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 WDSetup 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 WDSetup. Customer Central is a separate tenant for learning, not for content review. The "What's New" report shows system updates, not the latest WDSetup content. Therefore, the correct answer is C. Sign in to the Shared WDSetup tenant through the Workday Community.

NEW QUESTION # 27

You want to view benefit cost by benefit enrollment for the current year compared to the prior year to evaluate increases or decreases in plan enrollment, displaying formatted cost and count variance calculations.

What type of report would allow you to do this?

- A. Advanced Report
- B. **Trending Report**
- C. Matrix Report
- D. Composite Report

Answer: B

Explanation:

To evaluate year-over-year changes in benefit costs and enrollments, you need historical data comparisons over time. The Trending Report type is designed for exactly this use case, leveraging data sources like Trended Workers to display snapshots at periodic intervals and calculate variances between time periods.

From the Workday binder: "Trending reports allow you to track changes to worker data across time. These reports support analysis of headcount, demographics, benefit enrollments, and cost variances year-over-year or month-over-month." Advanced and Matrix reports provide strong analysis capabilities, but they are based on current or related effective-dated data, not time-series snapshots. Composite reports combine multiple subreports but do not inherently manage trending data or variance calculations across years. Therefore, the only correct option for year-over-year benefit enrollment and cost variance is D. Trending Report.

NEW QUESTION # 28

The Chief Learning Officer wants you to build a report that lists all current learning content and any information you have relating to ratings and popularity.

How should you find the relevant fields and data sources that are available for you to create this report?

- A. View the Learning dashboard
- B. Access the View Custom Report task
- C. Run the Workday Standard Reports report
- D. **Run the Business Object Details report**

Answer: D

Explanation:

To locate the correct fields and data sources for a custom report, Workday provides the Business Object Details report. This report displays all available fields, relationships, and related business objects that can be included in reporting. It ensures report writers can confirm which fields (e.g., Learning Content, Ratings, Popularity) are accessible for use.

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."

"The Business Object Details report is used to view which fields are available for reporting." Therefore, the correct answer is B. Run the Business Object Details report.

NEW QUESTION # 29

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. Standard
- C. Targeted
- **D. Indexed**

Answer: D

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 # 30

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