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Workday Workday-Pro-Compensation Exam Syllabus Topics:

Topic	Details
Topic 1	<ul style="list-style-type: none">Compensation Management: Compensation management refers to the HR discipline focused on ensuring fair and balanced administration of employee rewards and recognition programs.
Topic 2	<ul style="list-style-type: none">Operational Reporting: In data systems, operational reporting provides insights into real-time operational activities and current performance details.
Topic 3	<ul style="list-style-type: none">Configurable Security: This area of the Workday Pro Compensation exam assesses the expertise of Workday Security Administrators, emphasizing how configurable security maintains controlled access to compensation-related data and workflows.
Topic 4	<ul style="list-style-type: none">Business Process Management (BPM): Business process management (BPM) involves using different approaches to identify, design, analyze, evaluate, refine, and automate business processes for better efficiency.

Topic 5	<ul style="list-style-type: none"> • Workday Human Capital Management: This area of the Workday Pro Compensation exam evaluates the skills of HRIS Analysts, concentrating on aligning compensation functions with the wider Workday Human Capital Management environment.
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WorkdayProCompensationExam Sample Questions (Q52-Q57):

NEW QUESTION # 52

For the past four years, your company offered employees a \$3,000 annual housing allowance plan. The company wants to increase this plan to \$3,500 annually and make sure the existing employees on the plan get the new amount granted to them. How would you make this change so that new and existing employees receive the new amount?

- A. Create a new housing allowance plan for the new amount and add it to the compensation package.
- B. **Run the Set Up Allowance Plan Adjustment task to change the amount and indicate that you want to adjust to new defaults for the employees.**
- C. Use the Request Compensation Change process for the existing employees to edit the allowance plan to reflect the new amount.
- D. Edit the allowance plan with the new effective date and change the Plan Amount.

Answer: B

Explanation:

- * To increase the housing allowance plan from \$3,000 to \$3,500 and update both new and existing employees:
- * Use Set Up Allowance Plan Adjustment with option Adjust to New Defaults.
- * This updates all employees on the plan to the new standard amount while ensuring future hires also default to the updated value. Why not the others?
- * A. Create a new plan# Creates unnecessary duplication, complicating reporting.
- * B. Edit the allowance plan directly# Updates default for future, but not current employees.
- * D. Request Compensation Change per employee# Manual, time-consuming, not scalable.

References:

Workday Pro Compensation - Allowance Plan Adjustments."Adjust to New Defaults" is the method to update current assignments.

NEW QUESTION # 53

A company's employees based in Italy get paid 13 times in the year compared to the rest of the employees. What base pay plan supports additional months, weeks, or days of pay?

- A. Hourly plan
- B. Salary plan
- **C. Period salary plan**
- D. Unit salary plan

Answer: C

Explanation:

- * A Period Salary Plan in Workday supports paying employees more than 12 times per year (e.g., 13 or 14 payments for regions like Italy or Spain).

* This allows payroll to spread annual salary across the correct number of pay periods.

Why not the others?

* A. Unit salary plan- Pays based on units (like per credit hour for faculty), not extra months.

* B. Hourly plan- Pays by worked hours, not relevant to salaried employees.

* D. Salary plan- Standard salary plan assumes 12 months and does not support extra pay periods.

References:

Workday Pro Compensation - Salary Plans Overview: Period salary plans are designed for geographies with >12 pay cycles per year.

Workday Community - Global Compensation Setup: Confirms Italy's 13-month pay is supported via Period Salary Plan.

NEW QUESTION # 54

You have a seniority dynamic calculated plan to increase the amount of the plan every three years of an employee's employment. An employee reaches their sixth anniversary. What do you need to do to make sure this employee's plan updates with the new amount?

- A. You need to create a custom audit report to identify employees who reach their anniversary, and then submit a Request Compensation Change to run the calculation and update the amount for the employee.
- B. You need to schedule a Mass Operation Management task to evaluate and update anyone assigned to the dynamic plan.
- **C. You do not need to do anything. Workday will check daily and automatically change the amount for the employee.**
- D. You need to set up the Schedule Automatic Step Progression task so Workday is on schedule to process the calculation on the anniversary and change the amount for the employee.

Answer: C

Explanation:

* A seniority dynamic calculated plan automatically adjusts based on worker attributes such as length of service.

* Workday evaluates dynamic calculations daily, ensuring that once an employee reaches their 3-year, 6-year, or other milestone, the plan amount updates automatically without manual intervention.

Why not the others?

* A. Audit report + Request Compensation Change- Unnecessary; dynamic plans do not require manual updates.

* B. Schedule Automatic Step Progression- That applies to step progression plans, not dynamic calculated plans.

* C. Mass Operation Management- Used for bulk updates, but not required here because Workday auto-updates dynamic plans.

References:

Workday Pro Compensation - Dynamic Calculated Plans Guide: Dynamic plans are self-updating based on employee data, recalculated daily.

Workday Community - Dynamic Plan Functionality: Confirms no manual action is needed for anniversary-based increases.

NEW QUESTION # 55

Your company would like to automatically increase pay after 12 months of employment, but only after 400 hours worked. What configuration will achieve this on compensation steps?

- A. Set a duration of 12 months.
- B. Select the "Assign first step during compensation proposal" checkbox and set a progression rule that counts 12 months.
- **C. Set a duration of 12 months and a step progression rule that counts the number of hours worked.**
- D. Set a progression rule that counts the number of hours worked.

Answer: C

Explanation:

In Workday Compensation, step progression is controlled through a combination of duration (time-based eligibility) and progression rules (additional conditions, like hours worked or performance).

Here's how the scenario breaks down:

* Requirement 1 - 12 months of employment

* Workday supports step duration, where you can specify that an employee must remain at a step for a defined period before being eligible for the next step.

* Setting a duration of 12 months ensures that the employee only becomes eligible for a step increase after completing a year in the role.

* Requirement 2 - 400 hours worked

* Workday allows you to configure step progression rules that evaluate conditions beyond time, such as hours worked, performance ratings, or other calculated fields tied to the worker.

- * A progression rule counting the number of hours worked ensures that the pay increase is not triggered until the employee meets the required 400 hours.
- * Why not the other options?
 - * A. Assign first step during compensation proposal + 12 months rule- This would only apply the first step, but it doesn't enforce the "400 hours worked" requirement.
 - * B. Hours worked only- This ignores the requirement of 12 months of employment.
 - * C. Duration of 12 months only- This ignores the requirement of 400 hours worked.

Thus, only D(duration + step progression rule) satisfies both conditions simultaneously.

References (from Workday Pro Compensation knowledge & learning resources):

- * Workday Compensation - Step Progression Configuration: Duration enforces time-in-step, while progression rules allow conditions such as hours worked or performance-based eligibility.
- * Workday Pro Training Materials (Compensation module): Step increase rules require combining duration with eligibility/progression conditions for multi-criteria automation.
- * Workday Community - Compensation Step Progression Guide: Confirms that when multiple criteria must be met (e.g., tenure and hours worked), they must be configured in both the duration setting and the progression rule logic.

NEW QUESTION # 56

You create a new bonus plan to replace an existing bonus plan.

How can you easily remove the existing bonus plan from all employees?

- A. Use the Remove Compensation Plans from Employees task and select a compensation eligibility rule that identifies employees assigned to the plan.
- B. Use the Change Job task to remove employees from the existing plan.
- C. Use the Request Bonus Payment web service to remove employees from the existing plan.
- D. Edit the bonus plan with an appropriate effective date and mark the plan as Inactive.

Answer: A

Explanation:

- * To retire or replace an existing bonus plan, you need to mass-remove it from all employees currently assigned.
- * The standard Workday task for this is Remove Compensation Plans from Employees, which allows you to:
 - * Select the compensation plan to remove.
 - * Apply an eligibility rule to identify affected employees.
 - * This is efficient and ensures employees no longer carry the outdated plan.

Why not the others?

- * A. Mark plan inactive# Prevents new assignments but doesn't remove existing employee assignments.
- * C. Request Bonus Payment web service# Used for issuing payments, not removing plans.
- * D. Change Job# Not appropriate for mass plan removal.

References:

Workday Pro Compensation - Compensation Plan Lifecycle Management: Removing old plans requires the Remove Compensation Plans from Employees task.

NEW QUESTION # 57

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