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These Workday-Pro-HCM-Reporting exam question formats contain real, valid, and updated Workday Workday-Pro-HCM-Reporting exam questions that will assist you in Workday Workday Pro HCM Reporting Certification Exam exam preparation and enable you to pass the challenging Workday Workday-Pro-HCM-Reporting Exam with good scores. The Workday Workday-Pro-HCM-Reporting questions are prepared by highly experienced professionals and, thus, are kept to the point and concise.

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">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.

Topic 3	<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 4	<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.

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Workday Pro HCM Reporting Certification Exam Sample Questions (Q16-Q21):

NEW QUESTION # 16

You only want to show snapshot data on a custom trending report that uses the Trended Workers data source. How can you achieve this with minimal impact to report performance?

- A. Run the Maintain Trended Workers task and configure the default record type.
- B. Use the Trended Workers for Planning data source filter.
- **C. Add a report filter using the Snapshot field.**
- D. Configure the default value of the Record Type prompt.

Answer: C

Explanation:

The Record Type field in Trended Workers distinguishes between snapshots and transactions (such as hires, terminations, or transfers). To focus only on snapshot data, you can apply a report filter on the Snapshot field, ensuring only monthly or quarterly snapshots are displayed. This approach improves report performance because filtering happens at the report level without modifying global trending settings.

From the Workday reporting documentation: "Trended Worker data includes snapshots and transactions. To restrict a report to snapshots, apply a filter on the Record Type or Snapshot field." Other answers involve system-wide changes or unnecessary complexity: running Maintain Trended Workers redefines system defaults, configuring prompts adds user interaction overhead, and Trended Workers for Planning is a different data source intended for forecasting.

Thus, the most efficient option is B. Add a report filter using the Snapshot field.

NEW QUESTION # 17

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. Sort by the Full Name (text) field instead**
- B. Change the data source on the report
- C. Create a calculated field that only pulls the first name of the worker
- D. Select the Sort by First Accessible Column checkbox

Answer: A

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 # 18

The benefits manager position has recently been filled by a different worker. The previous benefits manager has transferred ownership of the report schedules to the new manager. Month end is coming up and the new manager is wondering which reports are scheduled to be run automatically.

Where can the manager view this information?

- A. My Reports Library
- B. My Tasks
- C. The Process Monitor report
- D. **The Scheduled Future Processes report**

Answer: D

Explanation:

Workday provides the Scheduled Future Processes report to review which reports are scheduled to run automatically. This report displays the recurrence details and execution times of all scheduled reports, allowing managers to confirm upcoming automated report runs.

From the Workday Reporting documentation:

"Workday provides scheduling options to run reports at set frequencies. You can confirm upcoming scheduled report runs in the Scheduled Future Processes report." Therefore, the correct answer is D. The Scheduled Future Processes report.

NEW QUESTION # 19

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. Standard
- C. Targeted
- D. Trended

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 # 20

You have created a composite report and are trying to add a matrix report as a subreport. However, when trying to configure a Data column, the matrix report is not available to select in the Sub Report Name field.

What can you check to identify the cause of this issue?

- A. Check that the prompt defaults in the matrix report align with the prompt defaults defined in the composite report's Report Settings.
- B. Check that the configurations on the Filter Data in Sub Report grid also exist in the Filter tab of the matrix report definition.

- C. Check that the summarization fields in the matrix report also match the selections in the Field to Aggregate field in the Data column settings.
- D. Check that every field in the composite report's set of fields that are enabled for filtering and grouping also exists as a group-by field in the matrix report.

Answer: D

Explanation:

For a matrix report to be used as a subreport in a composite report, the group-by fields in the matrix report must align with the fields enabled for filtering and grouping in the composite report. If this alignment does not exist, Workday does not allow the matrix report to appear as a valid subreport option in the Sub Report Name dropdown.

From the Workday binder: "To include a matrix report as a subreport in a composite, the group-by fields of the matrix must match the fields enabled for grouping in the composite report. If these do not match, the matrix will not appear in the Sub Report Name selection." Other factors such as prompt defaults or filter settings may impact usability, but they do not prevent the matrix report from being selectable. The key dependency is the field alignment between the composite and the matrix group-by fields.

Therefore, the correct answer is A. Check that every field in the composite report's set of fields that are enabled for filtering and grouping also exists as a group-by field in the matrix report.

NEW QUESTION # 21

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