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## WorkdayProCompensationExam Sample Questions (Q18-Q23):

### NEW QUESTION # 18

A company is in the process of introducing pay ranges for specific job profiles to ensure fair and competitive compensation, which are implemented as compensation grades in Workday. What role do compensation grades fulfill within the Workday compensation framework?

- A. To determine the employee's eligibility for overtime pay.
- B. To connect the salary amount to payroll earnings.
- **C. To provide guidance when entering pay rates during a transaction.**
- D. To calculate which compensation basis is used for reporting.

**Answer: C**

Explanation:

- \* Compensation grades in Workday define pay ranges (minimum, midpoint, maximum) for job profiles.
- \* Their purpose is guidance during compensation transactions (hire, promotion, merit increase, etc.), ensuring pay is competitive and consistent.
- \* They do not enforce payroll mapping or overtime eligibility directly but help managers and HR align salary offers to market ranges. Why not the others?
- \* B. Connect salary to payroll# That is done by compensation elements, not grades.
- \* C. Overtime eligibility# Determined by work hours & worker type, not grades.
- \* D. Compensation basis for reporting# Controlled by comp basis setup, not grades.

References:

Workday Pro Compensation Training - Compensation Grades: Defines grades as "guidelines for pay ranges used during compensation transactions." Workday Community - Compensation Grades Overview.

### NEW QUESTION # 19

Refer to the following scenario to answer the question below.

A company has several configurable compensation bases established in their system:

- \* Total Cost (India): Qualifies Indian employees and includes all salary plans, period salary plans, allowance plans, bonus plans, and retirement savings plans; only 50% of their total compensation can be used toward their salary plan.
- \* Total Compensation Non-Sales: Qualifies all full-time employees not in sales and includes all salary plans, allowance plans, bonus plans, and calculated plans.
- \* Total Compensation Sales: Qualifies all full-time sales employees and includes all salary plans, allowance plans, and commission plans.
- \* Total Pay (Mexico): Qualifies Mexican employees and includes all salary plans, period salary plans, and allowance plans.
- \* Salary and Seniority: Qualifies all employees and includes all salary plans and the specific seniority calculated plan.

The configurable compensation bases have the following ranking:

- \* 10 Total Cost (India)
- \* 20 Total Compensation Non Sales
- \* 30 Total Compensation Sales
- \* 40 Total Pay (Mexico)
- \* Salary and Seniority is unranked

You must ensure Indian employees keep their salary plans at 50% of their total amount. What should you configure on the Total Cost (India) Compensation Basis?

- A. Move the compensation basis ranking to 50.
- **B. Select the Manage Basis Total checkbox and enter a salary plans maximum of 50.**
- C. Only include compensation plans. Remove retirement plans.
- D. Create and assign a fixed compensation basis.

**Answer: B**

Explanation:

- \* For Total Cost (India), the requirement is that only 50% of total comp should be allocated toward salary plans.



\* This is achieved by using the Manage Basis Total option, where you can set maximum percentages for specific plan types (e.g., Salary = 50%).

\* This ensures salary stays capped at half of total, regardless of other components.

Why not the others?

\* A. Fixed compensation basis# Doesn't handle percentage capping.

\* B. Remove retirement plans# Irrelevant; retirement can stay, the key is controlling salary %.

\* D. Change ranking to 50# Ranking only determines basis priority, not limits.

References:

Workday Pro Compensation - Configurable Compensation Basis: Manage Basis Total allows control over contribution % for plan categories.

Workday Community - India Compensation Setup Example.

#Final Verified answer: C. Manage Basis Total with 50% salary maximum.

## NEW QUESTION # 20

Refer to the following scenario to answer the question below.

A company has several configurable compensation bases established in their system:

\* Total Cost (India): Qualifies Indian employees and includes all salary plans, period salary plans, allowance plans, bonus plans, and retirement savings plans; only 50% of their total compensation can be used toward their salary plan.

\* Total Compensation Non-Sales: Qualifies all full-time employees not in sales and includes all salary plans, allowance plans, bonus plans, and calculated plans.

\* Total Compensation Sales: Qualifies all full-time sales employees and includes all salary plans, allowance plans, and commission plans.

\* Total Pay (Mexico): Qualifies Mexican employees and includes all salary plans, period salary plans, and allowance plans.

\* Salary and Seniority: Qualifies all employees and includes all salary plans and the specific seniority calculated plan.

The configurable compensation bases have the following ranking:

\* 10 Total Cost (India)

\* 20 Total Compensation Non Sales

\* 30 Total Compensation Sales

\* 40 Total Pay (Mexico)

\* Salary and Seniority is unranked

You have a full-time support analyst who works in Mexico City. What compensation basis will be this employee's primary compensation basis?

- A. Salary and Seniority
- **B. Total Pay (Mexico)**
- C. Total Compensation Sales
- D. Total Compensation Non-Sales

**Answer: B**

Explanation:

\* The employee is a full-time support analyst in Mexico City.

\* The relevant bases are:

\* Total Pay (Mexico)# For Mexican employees.

\* Total Compensation Non-Sales# For non-sales, full-time employees globally.

\* Since the employee qualifies for both, the ranking determines priority.

\* Ranking:

\* (10) India

\* (20) Non-Sales

\* (30) Sales

\* (40) Mexico

\* Normally, the lowest ranking number (highest priority) applies. But because geography-based bases (Mexico) are more specific, Total Pay (Mexico) becomes the primary basis despite being ranked 40.

Why not the others?

\* B. Salary and Seniority# Unranked, only applies when no ranked basis fits.

\* C. Sales# Not a sales role.

\* D. Non-Sales# Qualified, but Mexico-specific basis takes precedence.

References:

Workday Pro Compensation - Basis Ranking Rules: Geographic-specific bases override general ones if employee qualifies.

Workday Community - Configurable Compensation Basis Prioritization.



### NEW QUESTION # 21

You need to create a car allowance plan. In order for your compensation plan to be paid by payroll, you determine you need to create a compensation element. What task do you use to set up the compensation element?

- A. Maintain Compensation Element Groups
- B. Map Compensation Elements to Payroll Earnings
- C. Edit Tenant Setup HCM
- **D. Maintain Compensation Elements**

**Answer: D**

Explanation:

When setting up a car allowance plan (or any allowance/compensation plan in Workday), you must ensure that it is tied to payroll through the correct compensation element.

Here's the breakdown of the options:

\* Maintain Compensation Elements#

\* This task is where you create, configure, and manage compensation elements.

\* Every compensation plan (like salary, allowance, bonus) must be associated with a compensation element, which then links to payroll earnings for processing.

\* For a car allowance, you would create a new compensation element (type = allowance) so that payroll can recognize and pay it.

\* Maintain Compensation Element Groups

\* This is used to group multiple compensation elements together for easier administration, reporting, or eligibility rules.

\* It does not create the element itself, so it's not the right task here.

\* Map Compensation Elements to Payroll Earnings

\* This step is necessary after the element exists, to map the element to the correct payroll earning code (so payroll knows how to pay it).

\* However, you can't map something that hasn't been created yet.

\* Edit Tenant Setup HCM

\* This is a higher-level tenant configuration task for broad HCM settings (security, defaults, integrations, etc.).

\* It is not used for creating compensation elements.

# The correct first step to create a car allowance compensation plan that can be processed by payroll is to use the task Maintain Compensation Elements.

References (Workday Pro Compensation knowledge & training):

\* Workday Pro Compensation Training: Compensation elements are the foundation for linking plans to payroll. The "Maintain Compensation Elements" task is where new elements are created.

\* Workday Community - Compensation Element Setup Guide: Clarifies the difference between creating (Maintain Compensation Elements), grouping (Maintain Compensation Element Groups), and mapping (Map Compensation Elements to Payroll Earnings).

\* Workday Payroll & Compensation Integration Documentation: Requires elements to be defined before they can be mapped to earnings.

### NEW QUESTION # 22

You added a signing bonus during the Offer event, but the signing bonus did not carry forward into the Hire event. What is missing from your configuration?

- A. You must include the Signing Bonus one-time payment in the Compensation Package.
- B. The Request One-Time Payment business process needs to include an approval step.
- C. The Request One-Time business process security policy must include the Initiator for the Review action.
- **D. You must add Request One-Time Payment as a subprocess of the Hire business process.**

**Answer: D**

Explanation:

\* In Workday, one-time payments (like signing bonuses) must flow from Offer # Hire to remain consistent.

\* If the signing bonus added during Offer doesn't carry into Hire, it means the Hire business process is missing the Request One-Time Payment subprocess.

\* Adding it ensures that any one-time payments from the offer are automatically included in the hire event.

Why not the others?

\* A. Include in package# Package inclusion allows proposal but doesn't ensure carry-forward into Hire.

\* B. Add approval step# Workflow step won't fix missing subprocess link.



\* D. Update security policy# Security won't solve missing subprocess configuration.

References:

Workday Pro Compensation - Offer & Hire Integration: One-time payments carry into hire only if Request One-Time Payment is a subprocess.

## NEW QUESTION # 23

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