

2026 Workday-Pro-Compensation: WorkdayProCompensationExam Latest Official Cert Guide



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Workday Workday-Pro-Compensation Exam Syllabus Topics:

Topic	Details
Topic 1	<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.
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"> • 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 4	<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 5	<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.

WorkdayProCompensationExam Sample Questions (Q47-Q52):

NEW QUESTION # 47

An employee is eligible for these compensation bases:

- * International Compensation (ranking 2)
- * Management Compensation (ranking 1)
- * Sales Compensation (ranking 3)

What compensation basis will display as the employee's primary compensation basis?

- A. Sales Compensation
- B. International Compensation
- C. Total Base Pay
- **D. Management Compensation**

Answer: D

Explanation:

* When multiple compensation bases apply to an employee, Workday selects the primary basis based on ranking (lowest number = highest priority).

* Rankings here:

* Management = 1

* International = 2

* Sales = 3

* Therefore, Management Compensation is the primary basis.

Why not the others?

* B. Sales Compensation# Ranked lowest (3).

* C. International Compensation# Ranked 2, lower than Management.

* D. Total Base Pay# Not listed among eligible ranked bases here.

References:

Workday Pro Compensation - Configurable Compensation Bases: Ranking determines primary basis (lowest rank wins).

NEW QUESTION # 48

What report lists all compensation components using any eligibility rule?

- **A. Compensation Rule Assignment**
- B. Compensation Spreadsheet
- C. Employee Compensation Audit

- D. Compensation Changes

Answer: A

Explanation:

* The Compensation Rule Assignment report lists all compensation components (plans, packages, elements, etc.) that are using eligibility rules.

* This helps administrators verify where and how eligibility rules are applied across the system.

Why not the others?

* B. Employee Compensation Audit# Focuses on mismatches between eligibility and assignments, not all rules in use.

* C. Compensation Spreadsheet# Shows comp details, not eligibility rules.

* D. Compensation Changes# Tracks transaction history, not rule assignments.

References:

Workday Pro Compensation - Audit & Reporting Tools: Rule Assignment report = all components tied to rules.

NEW QUESTION # 49

Refer to the following scenario to answer the question below.

An employee who works in Mexico City has a grade profile assigned to them with the following setup:

* Grade: 7

* Base Pay Elements: Base Pay, 13th Month

* Eligibility Rules: Location - Mexico City

* Currency: MXN

* Frequency: Annual

Total Base Pay

* Minimum: 700,000 MXN (40,961 USD)

* Maximum: 1,800,000 MXN (105,328 USD)

* Midpoint: 1,250,000 MXN (73,145 USD)

You need to include a family allowance in Mexico employees' total base pay. How will you achieve this?

- A. Create a custom compensation basis for Mexico employees and include all salary plans, period salary plans, and the family allowance plan.
- B. Use the Put Eligible Earnings Override EIB to include the family allowance amount.
- C. Create a compensation element group with the family allowance. The compensation element group is not assigned to the grade, but is used for reporting purposes.
- **D. Update the Base Pay Elements field on the Mexico grade profiles to include the family allowance compensation element.**

Answer: D

Explanation:

* Base Pay Elements on a grade profile determine which compensation plans/elements are included in Total Base Pay.

* In this scenario, Mexico employees already have Base Pay + 13th Month included. To ensure Family Allowance is also counted as part of total base pay, you must add the family allowance element directly in the Base Pay Elements field of the Mexico grade profile.

* This way, when Workday calculates total base pay, it aggregates all specified components.

Why not the others?

* B. Create custom compensation basis# Useful for reporting/eligibility but not tied to grade profile definitions of total base pay.

* C. Put Eligible Earnings Override EIB# This is a data load tool, not a configuration solution.

* D. Compensation element group# Groups are for reporting or eligibility, but they don't define which plans contribute to total base pay.

References:

Workday Pro Compensation - Compensation Grades Guide: Base Pay Elements define what counts toward total base pay.

Workday Community - Grade Profile Configuration: Adding allowance elements ensures they roll into base pay calculations.

#Final Verified answer: A. Update the Base Pay Elements field on the Mexico grade profiles to include

NEW QUESTION # 50

After creating a new allowance plan, how can you assign the plan to all eligible employees?

- **A. Use the Rollout Compensation Plans to Employees task and select the Eligibility Rule that identifies your eligible population.**
- B. Use the Employee Compensation Plans - Allowance report to identify eligible employees and enter via Change Job events.

- C. Run the Compensation Plan Assignment Audit report to identify employees eligible for the plan and enter via Request Compensation Changes.
- D. Use the View Compensation Plan Rollout Process task to assign eligible employees to the plan.

Answer: A

Explanation:

- * After creating a new allowance plan, you must assign it to all employees who qualify.
- * The Rollout Compensation Plans to Employees task is the standard Workday process that mass-assigns plans to all workers who meet the eligibility rules.
- * This ensures both current and future eligible employees receive the plan automatically.

Why not the others?

- * B. View Compensation Plan Rollout Process# Monitoring tool, not an assignment process.
- * C. Compensation Plan Assignment Audit# Audit/reporting only, does not assign.
- * D. Employee Compensation Plans - Allowance report# Reporting only; still requires manual actions.

References:

Workday Pro Compensation - Rollout Compensation Plans Process: Ensures eligible employees are assigned plans in bulk.

NEW QUESTION # 51

A company wants to create a compensation basis for their sales team. This basis should include:

- * Base salary
- * Monthly commission earnings
- * Quarterly bonus plan

How should they configure this compensation basis?

- A. Create a calculation compensation basis, including salary, commission, and bonus plan.
- B. Define a new compensation grade and assign the relevant compensation plans.
- **C. Create a configurable compensation basis, including salary, commission, and bonus plan.**
- D. Use the total salary and allowances compensation basis and add the bonus plan.

Answer: C

Explanation:

- * A configurable compensation basis allows you to define what plans contribute to compensation calculations.
- * For the sales team, the basis should include:
- * Base salary (salary plan).
- * Monthly commission earnings (commission plan).
- * Quarterly bonus plan (bonus plan).
- * Configurable compensation bases are designed for flexible aggregation of multiple comp plans.

Why not the others?

- * B. Total salary and allowances basis# Covers only salary + allowance, does not include bonus /commission.
- * C. Compensation grade# Defines ranges, not aggregation of comp plans.
- * D. Calculation compensation basis# Not a Workday configuration type (confusion with calculated fields).

References:

Workday Pro Compensation - Configurable Compensation Bases: Allow inclusion of salary, allowances, commissions, bonuses.

NEW QUESTION # 52

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