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Workday Workday-Pro-Compensation Exam Syllabus Topics:

Topic	Details
Topic 1	<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 2	<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 3	<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 4	<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 5	<ul style="list-style-type: none">Operational Reporting: In data systems, operational reporting provides insights into real-time operational activities and current performance details.

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WorkdayProCompensationExam Sample Questions (Q48-Q53):

NEW QUESTION # 48

Refer to the following scenario to answer the question below.

A company pays its employees a monthly allowance. Plan targets are dependent on plan profile eligibility rules. There are 100 different types of plan profiles, each with a specific target amount for the eligible population. Sample plan profile eligibility criteria include:

- * Job Family = Human Resources \$50 USD
- * Job Family = Sales \$70 USD
- * Job Family and Country = Human Resources / Australia \$78 AUD
- * Job Family and Country = Sales / Australia \$110 AUD

The HR administrator has made some changes to the Sales job family. The job family now contains the job profile Sales Analyst. When accessing the Employee Compensation Audit report, what column will highlight the allowance plan for the Sales Analyst?

- A. Unassigned Eligible Compensation Components
- B. Assigned Eligible Compensation Components
- C. Assigned Ineligible Compensation Components
- D. This plan won't appear on the report

Answer: A

Explanation:

- * The Employee Compensation Audit Report highlights mismatches between eligibility rules and actual assignments.
- * Since Sales Analyst is part of Sales job family but eligibility rules may not yet reflect this new job profile, the allowance plan appears under Unassigned Eligible Compensation Components# meaning the employee is eligible but has not yet been assigned the component.

Why not the others?

- * A. Won't appear# It will appear, because Sales job family has a profile.
- * B. Assigned Eligible Compensation Components# Only if already assigned.
- * D. Assigned Ineligible Compensation Components# Not correct, because Sales Analyst job profile makes them eligible.

References:

Workday Pro Compensation - Audit Reporting: Explains difference between Assigned Eligible, Unassigned Eligible, and Assigned Ineligible.

Workday Community - Compensation Audit Report Usage.

NEW QUESTION # 49

A compensation partner runs the Employee Compensation Step Progression Audit report and notices seven employees listed on the report.

What should you do?

- A. Use the Change Job business process to move the employees on the report to a new compensation grade and step.
- B. Use the Schedule Automatic Step Progression task to move eligible employees to the next step.
- C. Use the Set Up Grade Job Profile Adjustment task to update the grade assigned to the employees on the report.
- D. Use the Maintain Compensation Steps task and add a progression rule to the steps.

Answer: B

Explanation:

- * progression but haven't yet been moved to the next step.
- * The corrective action is to run Schedule Automatic Step Progression, which processes all eligible employees and updates their step automatically.

Why not the others?

- * B. Maintain Compensation Steps + progression rule# Only needed if rules are missing. If employees appear, rules already exist.

- * C. Change Job# Not required; step progression is automated.
- * D. Set Up Grade Job Profile Adjustment# Used for grade changes, not step progression.

References:

Workday Pro Compensation - Step Progression Process: Audit report + Schedule Automatic Step Progression ensures progression is applied.

NEW QUESTION # 50

While creating an offer, you realize that default compensation configured on the job requisition is defaulting on the offer. The location is changing, which may impact the candidate's eligibility to certain compensation elements.

How can you ensure that Workday runs eligibility rules during the Offer business process even when default compensation exists on the job requisition?

- A. Select the Enable Eligibility Rule Performance Enhancement for Compensation Plan Profiles setting in Edit Tenant Setup - HCM.
- B. Edit the Offer business process security policy.
- C. Select the Enable Defaulting Based on Changes to Guidelines setting in Edit Tenant Setup - HCM.
- D. **Select the Run Eligibility Rules when there is Requisition Compensation setting in Edit Tenant Setup - HCM.**

Answer: D

Explanation:

- * By default, if compensation defaults from the requisition, Workday may skip eligibility re-checks.
- * To ensure eligibility rules are always executed during the Offer process (especially if location, job family, or country changes), enable:

* Run Eligibility Rules when there is Requisition Compensation in Edit Tenant Setup - HCM.

Why not the others?

- * B. Enable Defaulting Based on Guidelines# Controls guideline defaults, not eligibility evaluation.
- * C. Edit Offer business process security# Security won't trigger eligibility rules.
- * D. Enable Eligibility Rule Performance Enhancement# Improves performance but doesn't force rule execution.

References:

Workday Pro Compensation - Tenant Setup Options: Run Eligibility Rules ensures recalculation during Offer with requisition defaults.

Workday Community - Compensation Rule Defaulting in Offers.

NEW QUESTION # 51

When using the Set Up Allowance Plan Adjustment task to update an allowance plan amount, you must ensure employees Managed by Basis Total (MBT) will have no change to their primary compensation basis after their allowance plan amount is updated and instead will reallocate all other compensation in the MBT calculation.

How can you ensure this happens?

- A. **Select Retain Basis Total for MBT Employees on the Set Up Allowance Plan Adjustment task.**
- B. Clear the Retain Basis Total checkbox on the employee's primary compensation basis.
- C. Select Adjust to New Defaults on the Set Up Allowance Plan Adjustment task.
- D. Clear the Manage Basis Total checkbox on the employee's primary compensation basis.

Answer: A

Explanation:

- * Employees managed by Manage Basis Total (MBT) require their primary compensation basis total to remain unchanged when allowance plan adjustments are made.
- * By selecting Retain Basis Total for MBT Employees, Workday keeps the overall basis constant and reallocates other plans in the MBT calculation instead of increasing the total.

Why not the others?

- * A. Clear MBT checkbox# Would remove MBT management completely.
- * C. Clear Retain Basis Total# Opposite of required behavior.
- * D. Adjust to New Defaults# Updates values, but doesn't enforce retention of MBT total.

References:

Workday Pro Compensation - MBT Handling in Allowance Adjustments.

Workday Community - Retain Basis Total Option.

NEW QUESTION # 52

A manager is proposing compensation for an employee and is only able to assign the car allowance. When the compensation partner approves the compensation change, they are able to assign any allowance plan configured in the tenant, even if the employee is not eligible for those plans.

What security domain allows the compensation partner to assign allowance plans that the employee is not eligible for?

- A. Worker Data: Compensation for Managers
- B. Select Any Compensation Package
- C. Worker Data: Compensation Plan Type
- D. **Add Compensation Plans: Add Allowance**

Answer: D

Explanation:

* The scenario describes a compensation partner being able to assign any allowance plan, even when the employee is not eligible.
* This is controlled by the security domain "Add Compensation Plans: Add Allowance", which allows users with access to bypass eligibility and directly assign allowance plans.

Why not the others?

- * A. Worker Data: Compensation Plan Type# Governs visibility to compensation data, not bypassing eligibility.
- * B. Select Any Compensation Package# Pertains to choosing packages, not adding allowance plans outside eligibility.
- * C. Worker Data: Compensation for Managers# Grants managers ability to propose comp, but does not override eligibility.

References:

Workday Pro Compensation - Security Domains for Compensation Plans."Add Compensation Plans: Add Allowance" allows assignment of ineligible allowance plans.

NEW QUESTION # 53

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