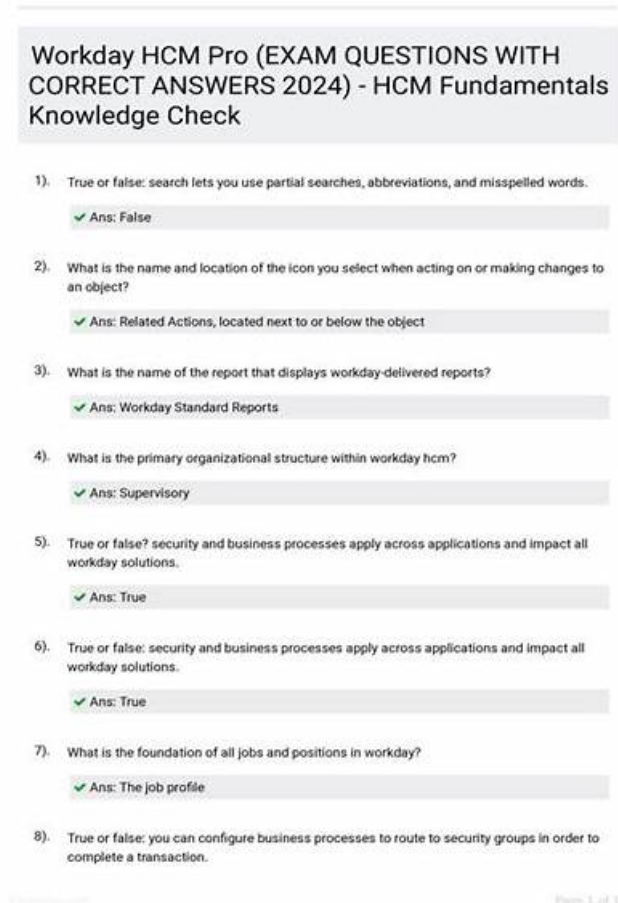


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Workday Workday-Pro-HCM-Reporting Exam Syllabus Topics:

Topic	Details
Topic 1	<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.
Topic 2	<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 3	<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 4	<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.

Workday Pro HCM Reporting Certification Exam Sample Questions (Q26-Q31):

NEW QUESTION # 26

You are configuring a data column on a composite report. You would like to map a subreport prompt to a value in a prompt set, but the prompt is not appearing on the Map Sub Report Prompts grid in the column configuration options.

What could be causing this?

- A. You already set a default value for the prompt on the subreport.
- B. You do not have access to the domain securing the report prompt.
- C. The Do Not Prompt at Runtime checkbox is selected for the prompt on the subreport.
- D. You did not select Use Value From Prompt Set as the default prompt value in the subreport.

Answer: C

Explanation:

In Workday, when you configure composite reports, you can map subreport prompts to prompt sets for greater flexibility. However, if the Do Not Prompt at Runtime checkbox is selected on the subreport prompt, the prompt will not be exposed in the Map Sub Report Prompts grid. This is because Workday interprets the prompt as suppressed and therefore not available for mapping at runtime.

From the Workday binder: "Prompts suppressed with the Do Not Prompt at Runtime option will not appear in the Map Sub Report Prompts grid in composite report configuration. To map a subreport prompt, ensure the prompt is enabled at runtime." Other options do not directly cause this issue: default values on prompts do not suppress them, security issues would block data but not hide the prompt mapping, and prompt set configuration errors affect defaulting but not visibility.

Thus, the correct answer is B. The Do Not Prompt at Runtime checkbox is selected for the prompt on the subreport.

NEW QUESTION # 27

You are configuring a matrix report that groups average performance ratings by supervisory organization. However, the report users would like to be able to drill down and view data at each level of the hierarchy. How should you edit the report definition to achieve this functionality?

- A. Include a Lookup Related Value calculated field in the Detail Data grid.
- **B. Include a Lookup Hierarchy Rollup calculated field in the Drillable Fields grid.**
- C. Add a Detail Data Override.
- D. Update your supervisory organization sort order to Logical sort order - Descending.

Answer: B

Explanation:

Matrix reports in Workday allow grouping and summarization of data, but to drill down through hierarchical structures such as supervisory organizations, you must configure hierarchy-aware calculated fields. The Lookup Hierarchy Rollup function enables drillable hierarchies, showing performance metrics at each level of the organizational tree.

The Workday binder notes: "Matrix reports allow you to group data, summarize the metrics for each grouping, and drill into the summarizations for further analysis." This means you can expand results from the top supervisory org down to teams and individual workers.

Using a simple Lookup Related Value would only pull in one field from a related object, not enable hierarchical drill-down. Similarly, changing sort order or adding overrides does not create drillable hierarchies. Only Lookup Hierarchy Rollup enables this behavior.

NEW QUESTION # 28

You want the ability to view every summarization in the composite report by Location.
What do you do?

- A. Include Location as a drillable field in one of the subreports.
- **B. Include Location as a Detail Data field in all the subreports.**
- C. Include Location as a drillable field in all the subreports.
- D. Include Location as a Detail Data field in one of the subreports.

Answer: B

Explanation:

Composite reports combine multiple subreports, and their summarizations depend on the fields configured in the subreports themselves. To enable consistent grouping and summarization across the entire composite report, the Location field must be included as a Detail Data field in all the subreports. This ensures that each subreport provides the Location context required for composite-level summarization.

From the Workday binder: "Composite reports aggregate results from multiple subreports. To summarize or drill consistently on a specific field, that field must exist as a Detail Data field in all subreports included in the composite." If Location is only included in one subreport, summarizations in the other subreports would not align, and Location-based grouping would fail. Similarly, making Location drillable only affects drill-down options, not summary-level grouping across the composite.

Thus, the correct answer is B. Include Location as a Detail Data field in all the subreports.

NEW QUESTION # 29

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. Trended
- D. Targeted

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 # 30

You have received a request for a new custom report that is similar to the Workday-delivered report Compare Workers, and you run the Workday Standard Reports report.

What information can you use to determine if you can copy Compare Workers to create a new custom report?

- A. You can access the report's Related Actions from the Report column.
- **B. The report shows Report Writer in the Type column.**
- C. The Description column is not empty for the report.
- D. The report shows Yes in the Schedulable column.

Answer: B

Explanation:

The Workday Standard Reports report lists all delivered reports and key attributes. Only standard reports created with the Report Writer tool can be copied and modified into custom reports. The "Type" column indicates whether the report is a Report Writer report.

From the Workday Reporting documentation:

"Workday delivers standard reports that are available for all customers. If necessary, you can copy many of the Workday-delivered reports created with the report writer to create a custom report and modify it as needed." Thus, the correct indicator is C. The report shows Report Writer in the Type column.

NEW QUESTION # 31

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