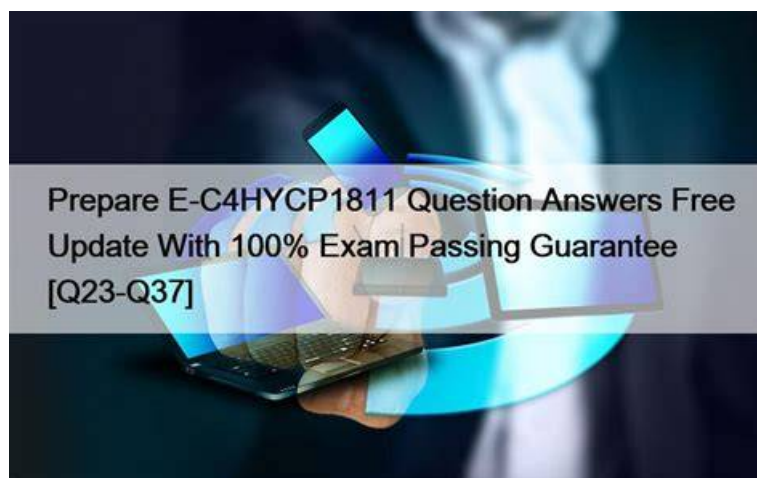


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Section	Objectives
Financial Accounting	- General Ledger - Accounting Configuration - Accounting Processes
Financial Period Close	- Period-End Close Activities - Reconciliation - Close Monitoring
Operational Maintenance	- Best Practices - Troubleshooting - Data Validation
Record-to-Report Configuration	- Business Process Configuration - Security and Permissions - Accounting Rules
Financial Reporting	- Report Configuration - Standard Financial Reports - Financial Statements

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Workday Pro Record-to-Report (R2R) Certification Exam Sample Questions (Q53-Q58):

NEW QUESTION # 53

What is the term for a financial account held at a bank or other financial institution?

- A. Settlement Account
- B. Cash Pool
- C. Bank Account
- D. Ledger Account

Answer: C

Explanation:

Comprehensive and Detailed 150 to 250 words of Explanation From Workday Record-to-Report/Course Guide/topics:

A financial account maintained at a bank or another financial institution is a Bank Account in Workday. The bank account record identifies the owning organization, account number, currency, financial institution or branch, accepted payment types, account usage, and any settlement or reconciliation configuration. It represents the external cash account whose activity is reflected in the general ledger.

A settlement account is a usage context or account selected for processing particular payments and receipts; it is not the general term for the financial account itself. A cash pool groups cash positions or related accounts for liquidity and balancing analysis. A ledger account is an internal chart-of-accounts classification used to record cash and other financial activity, but it is not the external account held by the institution. Workday links the bank account to appropriate cash ledger accounting through account posting rules and bank-account setup. The distinction matters because operational settlement, bank statements, reconciliation, and payment routing reference the Bank Account object, while financial statements summarize the resulting activity in cash ledger accounts. Accordingly, Bank Account is the precise Workday term requested.

Official Workday reference: Workday - Steps: Set Up Banking; topics: bank entities, bank accounts, and settlement accounts.

NEW QUESTION # 54

Your healthcare company is restructuring its departments to improve patient care coordination.

Why would they set up the new departments as organizations?

- A. To manage employee performance reviews by department
- B. To schedule patient appointments within each department
- C. To track medical supplies inventory for each department
- D. To structure the hospital's workforce and financial reporting

Answer: D

Explanation:

Comprehensive and Detailed 150 to 250 words of Explanation From Workday Record-to-Report/Course Guide/topics:

Creating the new departments as Workday organizations provides a governed structure for workforce assignments, managerial responsibility, security, business-process routing, and financial reporting. Depending on the design, supervisory organizations can represent management reporting relationships, while cost centers or custom organizations can classify financial responsibility and support departmental reporting. The organization hierarchy enables aggregated analysis at hospital, division, and department levels. Patient appointment scheduling and clinical inventory management are application-specific operational processes and are not the primary reason to establish Workday organizations. Performance reviews can use organizational context, but that is only one downstream use and does not describe the broader structural purpose. The healthcare company is restructuring departments specifically to improve coordination, so the organization model should align workers, managers, financial responsibility, and access controls with the new operating design. Transactions can then carry the appropriate organizational worktags, reports can compare departmental cost and activity, and role assignments can be constrained to the relevant departments. Therefore, the correct reason is to structure the hospital's workforce and financial reporting. This approach treats the department as a durable governance object rather than a descriptive label added separately to unrelated records.

Official Workday reference: Workday Education - Organizations; topics: organizations, workforce structure, and financial reporting dimensions.

NEW QUESTION # 55

A company organizes various events. They want to report on transactions using an Event Type. This Event Type does not need any

members, security or hierarchy.
What should you do?

- A. Use the Maintain Related Worktag Usage task and set the Event Type to be required for customers.
- B. Create a custom organization for each Event Type.
- **C. Enable a custom worktag and add values for each Event Type.**
- D. Use the Maintain Worktag Usage task and set the Event Type to required for customer transactions.

Answer: C

Explanation:

Comprehensive and Detailed 150 to 250 words of Explanation From Workday Record-to-Report/Course Guide/topics:

A custom worktag is appropriate because Event Type is required only as a reporting dimension and does not need organizational members, hierarchy behavior, role assignments, or organization-based security. Enabling a custom worktag type and creating values for each event gives users a lightweight dimension that can be placed on transactions, journal lines, reports, and calculated fields.

A custom organization would introduce unnecessary structural and security capabilities that the requirement explicitly excludes.

Maintain Worktag Usage determines whether an already configured worktag type is available or required on a transaction type; it does not create the Event Type dimension or its values. Maintain Related Worktag Usage establishes defaulting or required relationships between a business object and another worktag, such as deriving Region from Cost Center. That task also does not create the requested reporting classification. After enabling the custom worktag, the administrator may use Maintain Worktag Usage to expose it on the relevant customer or financial transactions and may add custom validations if the requirement is conditional. The primary design decision, however, is to model Event Type as a custom worktag. This provides precise reporting without overengineering the FDM with an organization that has no organizational behavior.

Official Workday reference: Workday Education - Accounting Journals; topics: custom worktags, custom organizations, and worktag usage.

NEW QUESTION # 56

Your company uses Workday to track shared service costs.

How can you ensure that costs are distributed to the business based on square footage?

- A. Allocate shared service costs at the end of the fiscal year.
- B. Evenly distribute the costs across all business units, regardless of usage.
- **C. Set up an allocation with pro-rata usage metrics to distribute the costs.**
- D. Allow each business unit to self-report their usage and manually adjust the costs.

Answer: C

Explanation:

Comprehensive and Detailed 150 to 250 words of Explanation From Workday Record-to-Report/Course Guide/topics:

A pro-rata allocation using statistical values is the appropriate configuration because square footage represents a measurable consumption driver. In Workday, the source component identifies the shared-service cost pool, while the basis determines how that pool is distributed. A statistical definition should store square-footage values by the applicable allocation dimension, such as cost center or business unit. Workday calculates each dimension's proportion of total square footage and applies that percentage to the source amount.

Square footage is normally configured as a balance-type statistic because it remains relatively stable and represents a period-end quantity. The target configuration then determines the ledger account and worktags receiving the allocated expense, while the offset relieves the originating shared-service cost center.

Spread Even would allocate identical amounts without considering actual space usage. Manual self-reporting would weaken control and repeatability, and waiting until fiscal year-end is unnecessary because allocation group sets support monthly, quarterly, or annual processing. The pro-rata method therefore produces a systematic, auditable allocation based on the organization's documented cost driver.

Official Workday reference: Workday Education - Allocations; topics: Allocation Definition: Basis, Pro-Rata, Statistical Values, and Allocation Processing.

NEW QUESTION # 57

All operational transactions with the spend category of Office and Administrative should post to ledger account 6300-Office Supplies. Costs are currently posting to 1100-Suspense.

What should you do?

- A. Run the Fix Operational Journals With Errors Report and Correct the Ledger Account.
- B. Update the default ledger account on the Spend Posting rule to 6300-Office Supplies.
- C. Add condition rules for ledger accounts to the Approval step in the Supplier Invoice Event business process.
- D. Configure a condition on the Spend Rule with the appropriate dimension, value and resulting ledger account.

Answer: D

Explanation:

Comprehensive and Detailed 150 to 250 words of Explanation From Workday Record-to-Report/Course Guide/topics:

The Spend account posting rule must contain a condition that evaluates the Spend Category dimension for Office and Administrative and returns ledger account 6300-Office Supplies. Workday evaluates conditions in sequence and assigns the ledger account from the first matching condition. The current posting to 1100-Suspense indicates that no suitable spend condition or default result is being derived for this category.

Changing the default account to 6300 would direct every unmatched spend transaction to Office Supplies, not only transactions with the specified spend category. Fix Operational Journals with Errors is a diagnostic or correction process and does not replace the missing policy configuration; moreover, successfully posted suspense activity may require controlled correcting entries after the rule is fixed. Business-process approval conditions control routing, not ledger-account derivation. The administrator should add the precise dimension, comparison value, and resulting ledger account, place the condition ahead of any broader match, test representative invoices, and then correct affected accounting as permitted. This resolves the root cause and ensures future Office and Administrative spend consistently posts to 6300. Therefore, option A is correct.

Official Workday reference: Workday Education - Accounting Journals; topics: Spend account posting rule conditions and resulting ledger accounts.

NEW QUESTION # 58

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