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Workday Workday-Pro-Compensation Exam Syllabus Topics:

Topic	Details
Topic 1	Operational Reporting: In data systems, operational reporting provides insights into real-time operational activities and current performance details.
Topic 2	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	Compensation Management: Compensation management refers to the HR discipline focused on ensuring fair and balanced administration of employee rewards and recognition programs.
Topic 4	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 5	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.

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WorkdayProCompensationExam Sample Questions (Q32-Q37):

NEW QUESTION # 32

On March 5, you need to award a group of employees an equity adjustment base pay increase effective March 1. It will be processed when payroll runs on March 31. You asked managers to communicate the change by March 20. How can you ensure this increase will not be available to employees in Workday until March 21?

- A. Change the Effective Date of the base pay changes to March 5.
- B. Enter an Expected End Date of March 31.
- C. Enter an Actual End Date of March 1.
- **D. Enter an Employee Visibility Date of March 21.**

Answer: D

Explanation:

- * Effective Date (March 1)= When the pay increase is valid for payroll.
- * Employee Visibility Date (March 21)= When employees can actually see the change in Workday.
- * This allows managers to communicate the increase by March 20, and employees only see it from March 21 onward, while payroll processes it correctly on March 31.

Why not the others?

- * A. Expected End Date March 31# Used to close plans, not to control visibility.
- * B. Actual End Date March 1# Would end the plan immediately.
- * D. Effective Date March 5# Wrong; payroll needs it effective March 1.

References:

Workday Pro Compensation - Effective Dating & Visibility Dates: Visibility date allows decoupling of when changes are effective vs. when employees see them.

NEW QUESTION # 33

For the past four years, your company offered employees a \$3,000 annual housing allowance plan. The company wants to increase this plan to \$3,500 annually and make sure the existing employees on the plan get the new amount granted to them. How would you make this change so that new and existing employees receive the new amount?

- **A. Run the Set Up Allowance Plan Adjustment task to change the amount and indicate that you want to adjust to new defaults for the employees.**
- B. Edit the allowance plan with the new effective date and change the Plan Amount.
- C. Use the Request Compensation Change process for the existing employees to edit the allowance plan to reflect the new amount.
- D. Create a new housing allowance plan for the new amount and add it to the compensation package.

Answer: A

Explanation:

- * To increase the housing allowance plan from \$3,000 # \$3,500 and update both new and existing employees:
- * Use Set Up Allowance Plan Adjustment with option Adjust to New Defaults.
- * This updates all employees on the plan to the new standard amount while ensuring future hires also default to the updated value.

Why not the others?

- * A. Create a new plan# Creates unnecessary duplication, complicating reporting.
- * B. Edit the allowance plan directly# Updates default for future, but not current employees.
- * D. Request Compensation Change per employee# Manual, time-consuming, not scalable.

References:

Workday Pro Compensation - Allowance Plan Adjustments: "Adjust to New Defaults" is the method to update current assignments.

NEW QUESTION # 34

What report lists all compensation components using any eligibility rule?

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

Answer: B

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 # 35

A mobile allowance plan has an amount of \$150 per month. The new amount will be \$200 for those employees using the plan. Employees using an override amount will keep their current difference.

How will you update the plan target and maintain current differences?

- A. Use the Set Up Allowance Plan Adjustment task and select Adjust by Same Amounts for Employees Using Override.
- B. Change the allowance plan amounts and rollout the plan to all eligible workers.
- C. Use the Set Up Allowance Plan Adjustment task and select Adjust to New Defaults for Employees Using Override.
- D. Use the Remove Compensation Plan process and rollout the new plan to all eligible workers.

Answer: A

Explanation:

* The business requirement: Raise the default mobile allowance from \$150 # \$200, but keep employees with override amounts at their current difference.

* Using Set Up Allowance Plan Adjustment with the option Adjust by Same Amounts for Employees Using Override ensures that:

* The default is increased by \$50.

* Employees with overrides will also receive a \$50 adjustment (preserving their override difference).

Why not the others?

* B. Change plan amounts & rollout# Would overwrite override amounts, losing differences.

* C. Remove and rollout new plan# Unnecessary and disruptive.

* D. Adjust to New Defaults# Would reset overrides to default, eliminating differences.

References:

Workday Pro Compensation - Allowance Plan Adjustments: Adjust by same amount option maintains override differences.

Workday Community - Managing Plan Adjustments.

NEW QUESTION # 36

Refer to the following scenario to answer the question below.

An allowance plan has a default value of \$100 USD. The plan has three profiles:

* \$110 CAD - all Toronto employees are eligible

* €80 EUR - all Paris employees are eligible

* \$120 AUD - all Sydney employees are eligible

When you hire an employee in Dublin, Ireland, what amount does Workday default?

- A. €0 EUR
- B. \$0 USD
- C. \$100 USD
- D. €80 EUR

Answer: C

Explanation:

* The allowance plan has a default = \$100 USD, plus profiles for Toronto, Paris, Sydney.

* Dublin (Ireland) does not have a profile yet, so Workday defaults to the plan default value.

* Since the default is \$100 USD, that is the value assigned at hire.

Why not the others?

- * A. €0 EUR# No such rule; Workday always uses defaults when profiles are missing.
- * C. €80 EUR# That's Paris profile, not Dublin.
- * D. \$0 USD# Incorrect because the plan default is not zero but \$100.

References:

Workday Pro Compensation - Allowance Plan Defaults vs Profiles: If no profile exists for location, the default value applies.
 Workday Community - Compensation Plan Defaulting Rules.

NEW QUESTION # 37

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