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Workday Workday-Pro-Compensation Exam Syllabus Topics:

Topic	Details
Topic 1	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	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 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	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.
Торіс 5	Operational Reporting: In data systems, operational reporting provides insights into real-time operational activities and current performance details.

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Workday Workday-Pro-Compensation Passguide, Workday-Pro-Compensation Best Practice

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WorkdayProCompensationExam Sample Questions (Q50-Q55):

NEW QUESTION #50

Refer to the following scenario to answer the question below.

A company has several configurable compensation bases established in their system:

- * Total Cost (India): Qualifies Indian employees and includes all salary plans, period salary plans, allowance plans, bonus plans, and retirement savings plans; only 50% of their total compensation can be used toward their salary plan.
- * Total Compensation Non-Sales: Qualifies all full-time employees not in sales and includes all salary plans, allowance plans, bonus plans, and calculated plans.
- * Total Compensation Sales: Qualifies all full-time sales employees and includes all salary plans, allowance plans, and commission plans.
- * Total Pay (Mexico): Qualifies Mexican employees and includes all salary plans, period salary plans, and allowance plans.
- * Salary and Seniority: Qualifies all employees and includes all salary plans and the specific seniority calculated plan. The configurable compensation bases have the following ranking:
- * 10 Total Cost (India)
- * 20 Total Compensation Non Sales
- * 30 Total Compensation Sales
- * 40 Total Pay (Mexico)
- * Salary and Seniority is unranked

You must ensure Indian employees keep their salary plans at 50% of their total amount. What should you configure on the Total Cost (India) Compensation Basis?

- A. Move the compensation basis ranking to 50.
- B. Create and assign a fixed compensation basis.
- C. Select the Manage Basis Total checkbox and enter a salary plans maximum of 50.
- D. Only include compensation plans. Remove retirement plans.

Answer: C

Explanation:

- * For Total Cost (India), the requirement is that only50% of total compshould be allocated towardsalary plans.
- * This is achieved by using the Manage Basis Total option, where you can set maximum percentages for specific plan types (e.g., Salary = 50%).
- * This ensures salary stays capped at half of total, regardless of other components.

Why not the others?

* A. Fixed compensation basis# Doesn't handle percentage capping.

- * B. Remove retirement plans# Irrelevant; retirement can stay, the key is controlling salary %.
- * D. Change ranking to 50# Ranking only determines basis priority, not limits.

References:

Workday Pro Compensation - Configurable Compensation Basis: Manage Basis Total allows control over contribution % for plan categories.

Workday Community - India Compensation Setup Example.

#Final Verified answer: C. Manage Basis Total with 50% salary maximum.

NEW QUESTION #51

You added a signing bonus during the Offer event, but the signing bonus did not carry forward into the Hire event. What is missing from your configuration?

- A. The Request One-Time business process security policy must include the Initiator for the Review action.
- B. You must include the Signing Bonus one-time payment in the Compensation Package.
- C. The Request One-Time Payment business process needs to include an approval step.
- D. You must add Request One-Time Payment as a subprocess of the Hire business process.

Answer: D

Explanation:

- * In Workday, one-time payments (likesigning bonuses) must flow from Offer # Hireto remain consistent.
- * If the signing bonus added duringOfferdoesn't carry intoHire, it means theHire business processis missing theRequest One-Time Payment subprocess.
- * Adding it ensures that any one-time payments from the offer are automatically included in the hire event.

Why not the others?

- * A. Include in package# Package inclusion allows proposal but doesn't ensure carry-forward into Hire.
- * B. Add approval step# Workflow step won't fix missing subprocess link.
- * D. Update security policy# Security won't solve missing subprocess configuration.

References:

Workday Pro Compensation - Offer & Hire Integration: One-time payments carry into hire only if Request One-Time Payment is a subprocess.

NEW QUESTION #52

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 Manage 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 Retain 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 selectingRetain 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 #53

You created a new one-time payment plan and enabled employees to request payments for themselves. While testing, you notice that an existing custom validation for the Request One-Time Payment process also applies to the Request One-Time Payment for Self process.

How can you ensure these validations do not run for employees requesting one-time payments for themselves?

- A. Remove Employee as Self from the Worker Data: Request One-Time Payment security domain.
- B. Use Configure Options Fields for Request One Time Payment for Self to exclude the fields that are triggering the validations.
- C. Use Maintain Custom Validations and use One Time Payment Event for Self field to exclude these types of events.
- D. Use Maintain Custom Validations and add new validations that should apply only for employees requesting one-time payments for themselves.

Answer: C

Explanation:

- * Maintain Custom Validations allows you to refine which events validations apply to.
- * Workday distinguishes between Request One-Time Payment (manager/HR initiated) and Request One-Time Payment for Self (employee initiated).
- * By using the One Time Payment Event for Self field, you can exclude self-service events from being validated by the existing custom validations.

Why not the others?

- * B. Add new validations# Would duplicate rules rather than exclude them.
- * C. Remove Employee as Self from security domain# Would block employees from submitting requests, not exclude validations.
- * D. Configure Options Fields# Controls fields displayed, not validation logic.

References:

Workday Pro Compensation - Custom Validations Guide: Validations can be scoped to specific business processes, including "for self" variants.

Workday Community - One-Time Payment Event for Self Validation Handling.

NEW QUESTION #54

What report can you use to view employees who get a compensation change at an earlier effective date than an existing compensation change with a subsequent date, including future effective dated changes?

- A. Future Payment Audit
- B. Employee Compensation Audit
- C. Out of Order Compensation Changes
- D. Compensation Changes

Answer: C

Explanation:

- * Out of Order Compensation Changes Reportidentifies employees with compensation changes entered with earlier effective dates than existing future-dated changes.
- * This prevents conflicts in comp history and ensures payroll/comp processing accuracy.

Why not the others?

- * A. Employee Compensation Audit# Audits eligibility and assignment mismatches, not date conflicts.
- * B. Future Payment Audit# Focuses on scheduled payments, not comp changes.
- * D. Compensation Changes# General report, doesn't flag sequencing issues.

References:

Workday Pro Compensation - Compensation Change Reporting:Out of Order Compensation Changes is the dedicated report for effective date sequencing issues.

 $Work day\ Community\ -\ Troubleshooting\ Out\ of\ Sequence\ Changes.$

NEW QUESTION #55

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