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Workday Pro HCM Reporting Certification Exam Sample Questions (Q47-Q52):

NEW QUESTION # 47

A compensation analyst wants to provide C-level executives with a readable and easily accessible display of annual average base pay for workers by region.

What would be an effective option for this case?

- A. A dashboard, because we only need information from a single report.
- B. A worklet, we only need information from a single report.
- C. A dashboard, because we need information from a collection of reports, organized by region.
- D. A worklet, because we need information from a collection of reports, organized by region.

Answer: C

Explanation:

Workday dashboards allow organizations to present multiple reports together in a consolidated, highly visual, and interactive format. For C-level executives, who require a comprehensive and regional view of annual average base pay, dashboards are preferred over individual reports or worklets because they enable grouping and comparison across multiple data sets.

From the Workday binder: "Dashboards provide an interface to view charts and sheets all in one place. This enables managers and executives to analyze key metrics and trends so they can make better decisions." . By organizing reports by region within a dashboard, executives can quickly compare averages, identify trends, and take strategic action without needing to navigate multiple reports.

Worklets are lightweight tiles often used for single reports or quick tasks on the Home page. However, this scenario requires an organized collection of reports, making D. A dashboard, because we need information from a collection of reports, organized by region the correct answer.

NEW QUESTION # 48

How can you capture proposed values relating to a business process event on a report?

- A. Use a data source that is enabled for effective dating.
- B. Apply a report filter that only returns data that contains "proposed" in the field name.
- C. Configure Lookup Value as of Date calculated fields that return field values as of the date before the business process events occurred.
- D. Use an event-related business object as the primary business object or as a related business object.

Answer: D

Explanation:

To capture proposed values from a business process event, you must use an event-related business object. For example, a Staffing Event business object can provide both the current and proposed values of job, location, or compensation during a transaction.

The Workday binder clarifies: "The report data source provides the view into the primary business object. This object gives you access to class report fields as well as links to related business objects." . By selecting an event-related object as the report's data source, you can retrieve pending changes alongside existing values.

Other answers are insufficient: "effective dating" only retrieves data snapshots, and filters cannot detect "proposed" unless tied to the correct object. Lookup Value as of Date would return historical data, not future proposed changes.

NEW QUESTION # 49

How can you view the latest content housed in WDSsetup?

- A. Sign in to the Shared WDSsetup tenant through the Workday Community.
- B. Migrate the content from WDSsetup into a Sandbox tenant using Object Transporter (OX).
- C. Access your Customer Central tenant.
- D. Run the What's New report in your Workday tenant.

Answer: A

Explanation:

Workday maintains a shared WDS Setup tenant where customers can access the latest delivered content, including reports, dashboards, and calculated field templates. Customers must log in through the Workday Community portal to access this tenant. From the Workday binder: "The WDS Setup tenant provides shared configuration content maintained by Workday. Customers can access the tenant through Workday Community to review the latest delivered reports and dashboards." The other options are incorrect: Object Transporter (OX) migrates content between customer tenants, not WDS Setup. Customer Central is a separate tenant for learning, not for content review. The "What's New" report shows system updates, not the latest WDS Setup content. Therefore, the correct answer is C. Sign in to the Shared WDS Setup tenant through the Workday Community.

NEW QUESTION # 50

You need to create a report to show the trend of worker headcount over time.
What is the most appropriate data source for this report?

- **A. Trended Workers**
- B. Headcount
- C. Worker History
- D. Workers for HCM Reporting

Answer: A

Explanation:

The Trended Workers data source is specifically designed for reports that display trends over time, such as headcount, turnover, and demographics. It captures periodic snapshots of worker data (monthly, quarterly, etc.), which allows organizations to track workforce metrics historically.

From the Workday binder: "Trended Workers captures snapshots of worker data at periodic intervals, providing historical reporting across time dimensions. This enables reporting on headcount, attrition, and demographics in a time series format." By contrast, Workers for HCM Reporting is used for current-state data, not trending. Worker History provides effective-dated transaction-level history but does not automatically generate trending snapshots. Headcount is a standard delivered report and not a reusable data source for custom trending analysis.

Therefore, the most appropriate data source for worker headcount trends over time is A. Trended Workers.

NEW QUESTION # 51

You have selected the Enable As Worklet checkbox on a report definition and added the Recruiting dashboard in the Available On field. You share the report definition with all authorized users and run the Recruiting dashboard but the worklet is not appearing. What could be the reason for this?

- **A. You need to configure the Recruiting dashboard to include the worklet.**
- B. Your security needs to be updated to view the worklet.
- C. The worklet needs to be setup as required on the dashboard.
- D. The worklet has more than 100 rows of data.

Answer: A

Explanation:

Enabling a report as a worklet and assigning it to a dashboard does not automatically make it visible. The Recruiting dashboard (or any dashboard in Workday) must be configured to include the worklet explicitly. This is a common oversight-report designers assume that enabling a report as a worklet is sufficient, but the dashboard itself must be updated in configuration to display that worklet tile.

From the Workday reporting materials: "Dashboards provide an interface to view multiple worklets. Even if a report is enabled as a worklet, the dashboard configuration determines which worklets are visible to end users." Other options are less relevant: exceeding 100 rows only impacts loading performance, not visibility; security issues would typically block data, not hide the worklet entirely; and required setup applies to whether the worklet is optional or required, but it must still be added to the dashboard.

Thus, the correct reason is B. You need to configure the Recruiting dashboard to include the worklet.

NEW QUESTION # 52

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