

# Workday-Pro-HCM-Reporting Visual Cert Exam - New Workday-Pro-HCM-Reporting Exam Format



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

Topic	Details
Topic 1	<ul style="list-style-type: none"><li>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.</li></ul>
Topic 2	<ul style="list-style-type: none"><li>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.</li></ul>
Topic 3	<ul style="list-style-type: none"><li>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.</li></ul>

- **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.

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## Updated Workday-Pro-HCM-Reporting - Workday Pro HCM Reporting Certification Exam Visual Cert Exam

Practicing with the Workday Workday-Pro-HCM-Reporting practice test, you can evaluate your Workday Workday-Pro-HCM-Reporting exam preparation. It helps you to pass the Workday-Pro-HCM-Reporting test with excellent results. Workday-Pro-HCM-Reporting imitates the actual Workday Pro HCM Reporting Certification Exam exam environment. You can take the Workday Workday-Pro-HCM-Reporting Practice Exam many times to evaluate and enhance your Workday Workday-Pro-HCM-Reporting exam preparation level.

## Workday Pro HCM Reporting Certification Exam Sample Questions (Q14-Q19):

### NEW QUESTION # 14

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

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

**Answer: B**

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 # 15

A user needs to view additional data on the delivered Headcount By Job Profile report. What should you recommend?

- A. Edit the standard report
- **B. Copy and modify the standard report**
- C. Export the standard report to a data warehouse
- D. Create a custom report from scratch

**Answer: B**

Explanation:

Workday delivers many standard (delivered) reports that are available to all customers. These reports are a great starting point but are not editable directly. If the delivered report does not meet your requirements, you should copy it and then modify the copy to create a custom report. This ensures that you retain the delivered report as-is, while still tailoring the report output to your business needs.

From the Workday Module 1 and 2 Reporting sections:

"Workday delivers standard reports that are available for all customers. If necessary, you can copy many of the Workday-delivered reports to create a custom report and modify it as needed."

"There still may not be a report that meets my specific needs though. In that case, I can either create a report from scratch or copy a delivered report and make changes."

"Standard reports are already available in all customer tenants and span across the functional areas in Workday. Workday creates standard reports using either the report writer tool or XpressO. However, you can copy and modify reports created with report writer as needed." Therefore, the correct recommendation is to copy and modify the delivered Headcount By Job Profile report (Option D) instead of editing the original.

#### NEW QUESTION # 16

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

**Answer: D**

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 # 17

You transferred ownership of your report to an HR Analyst. Then, you run the Custom Report Exception Audit report, and a critical error appears next to the report you just transferred.

Why could this be?

- A. The HR Analyst is not in the same location as you are.
- B. The HR Analyst does not have access to all of the fields on the report.
- C. The report is not shared with anyone.
- D. The report has prompts.

**Answer: B**

Explanation:

The Custom Report Exception Audit report identifies errors in custom reports, such as missing security access. If a new report owner does not have access to one or more fields on the report, it will trigger a critical error.

From the Workday Reporting documentation:

"The Custom Report Exception Audit report identifies issues such as missing field access when ownership of a report is transferred."

Therefore, the correct answer is A. The HR Analyst does not have access to all of the fields on the report.

#### NEW QUESTION # 18

You are configuring a waterfall visualization showing employee movement. To properly display the information, you need the Termination Count field to return as a negative number.

- A. Format Number
- B. Numeric Constant
- C. Extract Single Instance
- D. Arithmetic Calculation

**Answer: D**

When creating custom reports and visualizations, calculated fields can transform values. To change positive counts into negative values (such as terminations in a waterfall chart), you use the Arithmetic Calculation function. This function allows you to perform math operations (addition, subtraction, multiplication, division) on numeric fields. By multiplying the Termination Count by -1, the result displays as a negative number.

"Arithmetic Calculation - Performs mathematical operations on numeric fields. You can create new numeric outputs such as percentages, ratios, or negatives by applying arithmetic logic." Thus, the correct answer is C. Arithmetic Calculation.

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