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NEW QUESTION: 1

A financial plan requires an estimate for the Consulting Expenses account using the average consulting expense from last year multiplied by the forecasted inflation rate. What formula is most suitable?

- A. `ACCT.ConsultingExpenses[time=this-12]*(1+ASSUM.Global_Inflation_Rate)`
- B. `div(ACCT.ConsultingExpenses[time=this.year-1],12)*(1+ASSUM.Global_Inflation_Rate)`
- C. `div(ACCT.ConsultingExpenses,12)*(1+ASSUM.Global_Inflation_Rate)`
- D. `ACCT.ConsultingExpenses[time=this.year-1]*(1+ASSUM.Global_Inflation_Rate)`

Answer: ([SHOW ANSWER](#))

The requirement specifies using the average monthly consulting expense from last year (total prior year divided by 12) then multiplying by (1 + inflation rate). The formula `div(ACCT.ConsultingExpenses[time=this.year-1],12)*(1+ASSUM.Global_Inflation_Rate)` correctly captures this: `[time=this.year-1]` retrieves the full prior year total, `div(...,12)` divides by 12 to calculate the average monthly value, and `*(1+ASSUM.Global_Inflation_Rate)` applies the inflation adjustment. Option A `[time=this-12]` references the same month from one year ago - a specific month's value, not an annual average. Option C omits the prior year time reference, using the current account value rather than last year's data. Option D retrieves the full prior year total without dividing by 12, which would apply inflation to an annual total rather than a monthly average. The combination of the annual prior year reference, division by 12, and the inflation multiplier makes Option B the precise implementation of the described estimation strategy. Reference: Workday Adaptive Planning - Time Modifiers, `div()` Function, Inflation Formula Patterns.

NEW QUESTION: 2

What feature should the analyst use for assistance to construct and confirm these formulas?

- A. Account Details
- B. Linked Accounts

C. Formula Assistant

D. Shared Formulas

Answer: ([SHOW ANSWER](#))

In Workday Adaptive Planning, the Formula Assistant is the built-in tool designed specifically to help users construct, validate, and test formulas within the system. The Formula Assistant provides an interactive interface for browsing available functions (such as div, divf, if, sum), selecting valid account references, choosing appropriate time modifiers, and reviewing function syntax - all without requiring the user to memorize formula syntax from scratch. It provides real-time syntax guidance, function descriptions with parameter explanations, and the ability to test formula logic against actual data before committing. This is the primary tool for formula development and validation in Adaptive Planning. Account Details provides metadata about an account's configuration but does not assist in formula construction. Linked Accounts shows accounts that reference each other but is not a formula building tool. Shared Formulas is a method for applying the same formula across multiple levels or accounts but is not an interactive assistance feature. The Formula Assistant is the official, purpose-built formula construction tool in Adaptive Planning. Reference: Workday Adaptive Planning - Formula Assistant, Formula Development, Account Formula Configuration.

NEW QUESTION: 3

What does a grey cell background in a standard sheet indicate?

A. The cell contains an error.

B. The cell contains a rollup account or time dimension.

C. The cell is read-only and might contain a value or formula.

D. The cell is editable.

Answer: ([SHOW ANSWER](#))

In Workday Adaptive Planning standard sheets, cell background colors communicate the editability status of each cell to the user. A grey cell background indicates that the cell is read-only - it may contain a calculated value from a formula or display a rolled-up result, but the user cannot directly enter or modify data in that cell. Read-only cells appear grey to clearly differentiate them from white/editable cells, providing instant visual feedback about where data entry is permitted. This applies to cells that contain shared formulas, cells that are restricted by the sheet's Level Availability configuration, and cells that display rollup calculations. A white cell background indicates an editable cell where a user can enter values. Blue or colored cell backgrounds may indicate other states depending on configuration. Errors in cells are typically displayed with error text rather than a grey background. Rollup accounts do appear grey, but the grey color specifically means read-only, which is a broader category. Reference: Workday Adaptive Planning - Standard Sheet Interface, Cell Color Coding, Read-Only vs Editable Cells.

NEW QUESTION: 4

A financial analyst needs to estimate a telephone account by taking last year's value for the same period (for seasonality) and incorporating the next year's projected global inflation rate. What formula should the analyst use?

- A. `ACCT.telephone[time=this-12]*(1+ASSUM.Sales_Commission)`
- B. `div(ACCT.Telephone,12)*ASSUM.Global_Inflation_Rate`
- C. `ACCT.Telephone*ASSUM.Global_Inflation_Rate`
- D. `ACCT.Telephone[time=this-12]*(1+ASSUM.Global_Inflation_Rate)`

Answer: ([SHOW ANSWER](#))

The requirement specifies two components: (1) use the same period from last year to capture seasonality, and (2) apply the projected inflation rate for growth. The formula `ACCT.Telephone[time=this-12]*(1+ASSUM.Global_Inflation_Rate)` precisely implements this: `[time=this-12]` shifts back exactly 12 months to retrieve the same calendar period from the prior year, preserving seasonal patterns in telephone expenses. Multiplying by `(1+ASSUM.Global_Inflation_Rate)` applies the inflation uplift factor - the '1+' construct is the standard growth formula that maintains the base value and adds the inflationary increase. Option A uses the same time modifier but references a sales commission assumption, not the global inflation rate. Option B divides the current account by 12 and applies the rate as a multiplier, which does not reflect seasonal prior-year data. Option C references the current period's value without any prior-year time shift, ignoring seasonality entirely. The combination of `[time=this-12]` and the `(1+rate)` growth multiplier is a foundational Adaptive Planning formula pattern. Reference: Workday Adaptive Planning - Time Modifiers, Seasonality Formulas, Inflation Calculations.

NEW QUESTION: 5

You are creating a report in OfficeConnect with dates as the column headers. You want the dates to automatically reflect changes from the Adaptive Planning model. What tool do you use?

- A. Parameters
- B. Absolute time elements
- C. Display options
- D. Labels

Answer: ([SHOW ANSWER](#))

In Workday Adaptive Planning OfficeConnect, the Labels feature is used to create dynamic column headers that automatically reflect date and time period information from the Adaptive Planning model. Labels dynamically pull the period names, version names, or other descriptive text from the model, ensuring that when the model's time periods are updated, renamed, or the calendar is rolled forward, the column headers in the OfficeConnect report update automatically without manual intervention. This eliminates the maintenance burden of manually updating report headers when planning periods change. Parameters are used to enable interactive selection of versions, levels, or scenarios when running a report. Absolute time elements hardcode specific time references and do not dynamically update. Display options control formatting and presentation settings but do not govern dynamic header text. Labels is the specific OfficeConnect functionality designed for dynamic, model-synchronized column headers, ensuring reports remain

current as the Adaptive Planning instance evolves. Reference: Workday Adaptive Planning - OfficeConnect, Labels, Dynamic Report Headers, Time Period Synchronization.

NEW QUESTION: 6

The financial analyst is updating the formula for the Office Supplies account and needs to incorporate the full year office supplies expenses from the previous fiscal year. What formula should the analyst implement to retrieve last year's value?

- A. ACCT.OfficeSupplies[time=last.year]
- B. ACCT.OfficeSupplies[time=this.year-1]
- C. ACCT.OfficeSupplies[year=previous]
- D. ACCT.OfficeSupplies[time=this-12]

Answer: ([SHOW ANSWER](#))

In Workday Adaptive Planning formula syntax, [time=this.year-1] is the correct and officially supported modifier to retrieve the full prior fiscal year value of an account. This modifier navigates to the year period that is one year before the current year context, returning the annual total for the previous fiscal year - which is the precise requirement for incorporating full-year prior year expenses into a formula. Option A uses [time=last.year], which is not standard Adaptive Planning formula syntax and would result in a formula error. Option C uses [year=previous], which is also not valid Adaptive Planning formula notation. Option D uses [time=this-12], which shifts back 12 months - for a monthly formula, this returns the same month from the prior year, not the full prior year total. When a formula needs the full prior year annual amount (sum of all 12 prior months), [time=this.year-1] retrieves the aggregated annual value. This is the authoritative time modifier syntax for annual prior year references in Adaptive Planning. Reference: Workday Adaptive Planning - Time Modifiers, Prior Year Reference, Formula Syntax Guide.

NEW QUESTION: 7

How do you navigate from the Welcome page to the Assumption accounts configuration page?

- A. Global Navigation menu > Administration
- B. Global Navigation menu > Modeling > Model Management > Accounts > Assumptions
- C. Global Navigation menu > Assumptions
- D. Global Navigation menu > Modeling > Model Overview > Accounts > Assumptions

Answer: ([SHOW ANSWER](#))

In Workday Adaptive Planning, Assumption accounts are configured within the Model Management section of the Modeling area. The precise navigation path is: Global Navigation menu > Modeling > Model Management > Accounts > Assumptions. Within Accounts, the system presents different account type categories, including GL Accounts, Metric Accounts, and Assumption Accounts. Selecting Assumptions allows administrators to create, edit, and manage global Assumption accounts that store planning constants such as inflation rates, tax rates, and other shared variables. The Administration path leads to user management and system settings - not model configuration. There is no direct 'Assumptions' link in the Global Navigation menu. The 'Model Overview' submenu does not contain the Accounts configuration; Model Overview

provides a structural summary of the model. Model Management > Accounts is the authoritative path for all account type configurations, including Assumptions. Reference: Workday Adaptive Planning - Modeling Navigation, Model Management, Assumption Account Setup.

NEW QUESTION: 8

Scenario: A financial planner is responsible for ensuring the accuracy and structure of the Adaptive Planning model. This includes maintaining formulaic accounts on the Income Statement and establishing a logical hierarchy for the General Ledger accounts to facilitate effective financial reporting and analysis.

The planner needs to display the profit margin ratio on the Income Statement, calculated as Operating Income divided by Revenue and presented as a percentage. What type of account should the planner create and configure?

- A. Custom
- B. General Ledger
- C. Calculated
- D. Metric

Answer: ([SHOW ANSWER](#))

In Workday Adaptive Planning, a Metric account is the designated account type for displaying calculated Key Performance Indicators and financial ratios on the Income Statement and other financial reports. The profit margin ratio - Operating Income divided by Revenue, expressed as a percentage - is a derived KPI, not a transactional ledger balance. Metric accounts are formula-driven and read-only, meaning they calculate and display a result but cannot receive direct data entry. They support percentage formatting and can be configured to reference any combination of GL accounts, rollup accounts, or Assumption accounts within their formula. Metric accounts appear inline on financial statements alongside GL accounts, providing contextual performance visibility for planners and executives. A Custom account serves structural or supplementary roles not covered by standard account types. A General Ledger account stores transactional financial data such as actual or budgeted monetary amounts and is not appropriate for ratio display. A Calculated account is not a distinct, standard account type in the Adaptive Planning account classification framework for this use case. Metric is the authoritative, purpose-built account type for financial ratios and KPI display. Reference: Workday Adaptive Planning - Metric Accounts, KPI Configuration, Income Statement Design, Financial Ratios.

NEW QUESTION: 9

You want to include financial results from an OfficeConnect report in a PowerPoint presentation. What must you define in Excel to link the report to the presentation?

- A. Labels
- B. Chart
- C. Workbook Properties
- D. Named Range

Answer: ([SHOW ANSWER](#))

In Workday Adaptive Planning OfficeConnect, when embedding financial results from an OfficeConnect Excel report into a PowerPoint presentation, the data connection between the two Office applications is established through a Named Range defined in Excel. A Named Range assigns a descriptive name to a specific cell range containing the OfficeConnect report data in Excel. PowerPoint then references this Named Range to pull the linked financial data into the presentation, enabling the presentation to display live or refreshable Adaptive Planning data sourced from the Excel workbook. This mechanism is a standard Microsoft Office integration pattern that OfficeConnect leverages for cross-application data sharing. Labels are used within OfficeConnect for dynamic period headers within Excel. Charts are visual representations of data and are not the linking mechanism themselves. Workbook Properties store metadata about the Excel file but do not establish the data link to PowerPoint. The Named Range is the definitive connection element that bridges the OfficeConnect Excel report to the PowerPoint presentation, ensuring financial results can be maintained in one place and referenced consistently across both documents. Reference: Workday Adaptive Planning - OfficeConnect, Named Range, PowerPoint Integration, Cross-Application Reporting.

NEW QUESTION: 10

You are building a Headcount cube sheet for a manufacturing company. Plant managers input headcounts across dozens of levels and multiple job profile dimension values for each month. Job profile salaries are standardized and global for an entire year. What design for assumptions would have minimal inputs and segregated security?

- A. Existing Headcount cube sheet, input salaries along with headcount.
- B. Using a Personnel sheet, with the calculated average salary by job profile.
- C. Separate cube sheet with job profile, input salaries at Top Level and Year stratum.
- D. Using Assumption accounts, with an Assumption account per job profile.

Answer: (SHOW ANSWER)

The optimal design for this scenario is a separate cube sheet configured with the Job Profile dimension, where salaries are entered once at the Top Level (eliminating level-by-level duplication) at the Year time stratum (since salaries are standardized annually). This architecture achieves minimal inputs by requiring HR managers to enter each job profile salary only once per year at the top level, which is then referenced universally across all levels. Segregated security is achieved by controlling access to this separate salary assumption sheet independently from the plant managers' headcount input sheet - plant managers only access the headcount cube sheet while HR managers exclusively access the salary cube sheet. Combining salary and headcount input on the same sheet (Option A) eliminates security segregation. A Personnel sheet with calculated averages (Option B) adds complexity without addressing input minimization. Assumption accounts per job profile (Option D) would require separate accounts for potentially dozens of job profiles, creating an unmaintainable account structure. Reference: Workday Adaptive Planning - Cube Sheet Design, Top Level Entry, Year Stratum, Security Architecture.

NEW QUESTION: 11

Where can a user view all level assigned sheets?

- A. Assumptions
- B. Reports
- C. Sheets
- D. Modeling

Answer: ([SHOW ANSWER](#))

In Workday Adaptive Planning, all level-assigned sheets - including standard sheets, modeled sheets, and cube sheets that have been configured and assigned to specific levels - are accessible through the Sheets section of the application. The Sheets area serves as the central hub for data entry and planning activities, presenting users with the sheets available to them based on their level access and permission settings. Users navigate to Sheets from the main navigation to find all planning input sheets relevant to their assigned levels. The Assumptions area specifically contains Assumption accounts for global rate and constant entry. Reports is for running and viewing financial and management reports. Modeling is the administrative area for building and configuring the model structure, accounts, and sheets - but it is not where end users go to view or access their assigned sheets for data entry. The Sheets navigation area is the correct and official location for users to access and interact with level-assigned planning sheets. Reference: Workday Adaptive Planning - Sheets Navigation, Level-Assigned Sheets, User Interface.

NEW QUESTION: 12

A company is using a Month > Quarter > Year rollup structure indicating that the month is the lowest level of budgeting. Why should an implementer ensure that every day of the calendar year is listed in the instance?

- A. This is to store daily exchange rates that will override any existing monthly amounts for daily transactions.
- B. Multiple periods in the same stratum can contain the same day, so you must identify the gaps.
- C. The goal is to ensure your instance knows where each individual day fits into your time structure.
- D. This is only for an instance where the company needs an alternate reporting calendar in days.

Answer: ([SHOW ANSWER](#))

In Workday Adaptive Planning, the time calendar configuration requires that every day of the year be accounted for within the defined time structure, even when the lowest planning stratum is Month rather than Day. The system uses days as the foundational unit to determine how each month, quarter, and year maps to the calendar. If days are missing or gaps exist in the calendar, the system cannot correctly associate time periods, which can result in data alignment issues, incorrect period boundaries, and formula miscalculations. This is a setup requirement to ensure the time structure is complete and unambiguous - the system needs to know definitively that, for example, January contains days 1-31 and February begins on day 32. This is not related to daily exchange rates (which are handled separately) or alternate reporting calendars. Ensuring complete day coverage is a foundational time configuration step in the Adaptive Planning

implementation methodology. Reference: Workday Adaptive Planning - Time Configuration, Calendar Setup, Time Stratum Definition.

NEW QUESTION: 13

Scenario: A financial planner is conducting a comprehensive audit of the income statement structure and formulas. The goal is to ensure accuracy, consistency, and optimal performance for the upcoming budget cycle.

The General Ledger account 5010 (Labor) in the Budget version currently uses a formula that calculates labor costs as 6% of the Income account value within the same time period. The current formula is limited to the Manufacturing and Sales levels and does not apply to other versions. Which configuration would enable the Labor cost calculation to apply consistently across all levels and all versions?

- A. Default formula
- B. Metric account
- C. Shared formula
- D. Modeled calculated account

Answer: ([SHOW ANSWER](#))

In Workday Adaptive Planning, a Default formula is the configuration that enables a formula defined on an account to apply universally across all levels and all versions simultaneously. When a Default formula is set on an account such as Labor (5010), the formula - in this case, 6% of the Income account value - becomes the baseline calculation for every level in the hierarchy and every version in the instance, unless a level-specific or version-specific override is explicitly defined. This is the precise mechanism for ensuring consistent, model-wide formula application without duplicating formula entries across individual levels or versions. A Shared formula also propagates formulas across levels but operates within specific version contexts and requires explicit sharing configuration. A Metric account is used for KPI display and is read-only by nature, not suitable for labor cost planning. A Modeled calculated account applies to row-based modeled sheet structures, not standard GL account formula propagation. The Default formula is the correct and official Adaptive Planning feature for establishing universal cross-level, cross-version formula consistency on GL accounts. Reference: Workday Adaptive Planning - Default Formulas, Account Formula Types, Formula Scope Configuration.

NEW QUESTION: 14

An OPEX model uses headcount data linked from a personnel sheet. When testing with sample data, all expense results appear in the location dimension value of 'Uncategorized.' What corrections need to be made to populate the location values?

- A. The personnel sheet needs to be planned with the location dimension.
- B. The personnel sheet needs modeled accounts for each location.
- C. The OPEX formulas need to have Data Privacy set to 'Public at all levels.'
- D. The OPEX formulas need term modifiers for location.

Answer: ([SHOW ANSWER](#))

When expense results in a linked OPEX model appear under the 'Uncategorized' location dimension value, it indicates that the source personnel sheet data does not carry location dimension information. In Workday Adaptive Planning, when a cube or modeled sheet references data from another sheet via a linked account formula, the dimension values present in the results are determined by the dimension values present in the source data. If the personnel sheet was not planned with the location dimension - meaning location was not used as a planning axis when entering headcount data - then the location dimension has no value assigned to those rows, and the system classifies them as 'Uncategorized' in the OPEX output. The solution is to configure the personnel sheet to include the location dimension as a planning axis, so that headcount entries are tagged with specific location values. Adding formula term modifiers for location in OPEX would not resolve the root cause, which is missing dimensional data at the source. Reference: Workday Adaptive Planning - Dimensional Data Linking, Location Dimension, Cube Sheet Architecture.

NEW QUESTION: 15

The planning team decided that no user should be able to edit the Office Supplies general ledger account, since the planning team will do the estimates for all levels. What setting in a standard sheet do you use to make an account read-only for all levels?

- A. Initial View
- B. Level Availability
- C. Customization for sub-levels
- D. Account Groups

Answer: (SHOW ANSWER)

In Workday Adaptive Planning standard sheets, the Level Availability setting controls whether an account is available for data entry (editable) or restricted to read-only access at each level. To make the Office Supplies account read-only for all levels, the administrator configures the Level Availability for that account to be read-only or unavailable across the entire level hierarchy. This setting overrides any level-specific edit permissions and ensures that regardless of a user's Edit access to a level, they cannot modify the Office Supplies account values on that sheet. Initial View controls the default display state of the sheet (collapsed/expanded). 'Customization for sub-levels' allows different configurations for child levels but does not enforce a universal read-only rule across all levels in a single setting. Account Groups organize accounts into sections within the sheet but do not control editability. Level Availability is the specific, purpose-built setting for controlling account-level read/write access within a standard sheet configuration. Reference: Workday Adaptive Planning - Standard Sheet Configuration, Level Availability, Read-Only Account Settings.

NEW QUESTION: 16

How can you report on alternate level groupings within Adaptive Planning that reflect the ones maintained in a financial system of record such as Workday?

- A. Select the box 'For reporting purposes only' within Level Details on the alternate parent rollup.

- B. Use level dimensions or level attributes to represent the alternate hierarchy structure.
- C. Suggest a change in the system of record to only have one single structure matching the Adaptive Planning one.
- D. Include the existing levels within a new level rollup that includes 'Alternate' in the name and code.

Answer: ([SHOW ANSWER](#))

Workday Adaptive Planning supports alternate reporting hierarchies through the use of level dimensions and level attributes, which allow users to tag and classify levels according to groupings that exist in external systems of record such as Workday HCM or Workday Financial Management. This approach preserves the primary level hierarchy while enabling reporting along alternate dimensional structures without restructuring the core model. Level dimensions enable slice-and-dice reporting across dimensions that cross-cut the standard hierarchy, while level attributes allow metadata tagging of individual levels for grouping in reports and dashboards. Neither modifying the system of record nor creating parallel rollup structures represents a maintainable or scalable solution. The 'For reporting purposes only' checkbox applies to specific use cases but does not comprehensively support alternate hierarchy reporting across the model. Level dimensions and attributes are the recognized, official design pattern for multi-hierarchy reporting in Adaptive Planning. Reference: Workday Adaptive Planning - Level Attributes, Level Dimensions, Alternate Hierarchies, Reporting Configuration.

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NEW QUESTION: 17

What toolbar option enables an end user to change the elements displayed on the vertical and horizontal axes of a cube sheet?

- A. Reset to Default View
- B. Sheet Properties
- C. Dimensions, attributes, and levels
- D. Change Dimensions

Answer: ([SHOW ANSWER](#))

In Workday Adaptive Planning, the 'Change Dimensions' toolbar option on a cube sheet allows end users to interactively modify which elements are displayed on the vertical (row) and horizontal (column) axes. This feature provides analytical flexibility, enabling users to pivot the

view of the cube sheet - for example, moving a dimension from rows to columns, adding or removing dimensions from the view, or swapping the axis orientation. This is particularly valuable for ad hoc analysis where users need to explore data from different dimensional perspectives without requiring an administrator to reconfigure the sheet. 'Reset to Default View' returns the sheet to its administrator-defined default layout. 'Sheet Properties' contains configuration settings for the sheet's structural properties, not axis manipulation. 'Dimensions, attributes, and levels' may describe elements within the sheet but is not the specific toolbar option for axis management. 'Change Dimensions' is the dedicated interactive tool for axis manipulation in cube sheets. Reference: Workday Adaptive Planning - Cube Sheets, Change Dimensions, User Interaction, Axis Configuration.

NEW QUESTION: 18

Your Adaptive Planning instance uses the default time stratum. You are creating a monthly formula that should be an average of the quarter from one year ago. How do you write the formula?

- A. `divf(ACCT.Example[time=this.qtr-4], 3)`
- B. `divf(ACCT.Example[time=this.year-1], 3)`
- C. `divf(ACCT.Example[time=this.qtr, this.year-1], 3)`
- D. `divf(ACCT.Example[time=this-12:this-9], 3)`

Answer: ([SHOW ANSWER](#))

In Workday Adaptive Planning, the default time stratum is Month > Quarter > Year. To reference the same quarter from one year ago, the correct time modifier is `[time=this.qtr-4]`, which shifts back four quarters (equivalent to one year) from the current quarter. The `divf()` function performs a floating-point division of the quarterly total by 3 to derive a monthly average. This is correct because a quarter contains 3 months, and dividing the quarterly amount by 3 yields the average monthly value for that quarter. The formula `divf(ACCT.Example[time=this.qtr-4], 3)` retrieves the total value for the quarter that is four quarters prior and divides by 3 to return the average monthly value. Option B uses `this.year-1`, which references the full prior year rather than the same quarter. Option C's syntax `[time=this.qtr, this.year-1]` is not valid Adaptive Planning formula syntax. Option D uses a month range modifier that does not correctly target a full quarter. Reference: Workday Adaptive Planning - Time Modifiers, Quarter Reference, `divf()` Function, Formula Syntax.

NEW QUESTION: 19

What feature enables you to allocate values from a year column into months on a standard sheet?

- A. Splits
- B. Copy Forward
- C. Adjust
- D. Breakback

Answer: ([SHOW ANSWER](#))

In Workday Adaptive Planning, Breakback is the feature that enables users to enter a value at a higher time stratum (such as a year column) and have the system automatically distribute that value proportionally across the lower-level time periods (months) within that year. When a user enters a value in the annual total column and triggers Breakback, Adaptive Planning allocates the annual amount to the individual months based on a defined distribution method - such as equal distribution, weighted by existing values, or following a seasonal pattern. This is the reverse of the standard bottom-up aggregation (where monthly values roll up to the year). Splits is used to distribute values across dimension values or account line items, not time periods. Copy Forward replicates values from one period to subsequent periods. Adjust applies a percentage or absolute change to existing values. Breakback is the specific, official term for top-down time period allocation in Adaptive Planning. Reference: Workday Adaptive Planning - Breakback, Standard Sheet Data Entry, Time Period Allocation.

NEW QUESTION: 20

Before importing level structures, what setup and configuration is a necessary predecessor?

- A.** Users and Security
- B.** Currencies
- C.** Time and Versions
- D.** Account Default Formulas

Answer: C ([LEAVE A REPLY](#))

In the Workday Adaptive Planning implementation sequence, Time and Versions configuration must be completed before importing level structures. This sequencing is mandatory because levels exist within the context of versions and time periods - each level's data, access rules, and planning activity are bound to specific versions and time periods defined in the system. Without established versions and a configured time calendar, the system lacks the structural framework necessary to associate imported levels with planning periods and versions. Importing levels into an instance without Time and Versions configured would result in incomplete or broken level configurations. Users and Security are configured after the organizational structure (levels) is established. Currencies are important but are not a blocking prerequisite for level import. Account Default Formulas are a model configuration step that occurs after both time/versions and levels are established. Time and Versions is the foundational configuration layer that must precede all organizational structure imports. Reference: Workday Adaptive Planning - Implementation Sequence, Level Import Prerequisites, Time and Version Configuration.

NEW QUESTION: 21

You are the administrator for Adaptive Planning and need to create a permission set for a new group of users who will be responsible for entering budget data into the system. These budgeters should be able to: Add values to existing plan estimates. View reports and dashboards to understand the budgeting context. What permission set template would you use as the basis of a new permission set to achieve this functionality?

- A.** Power User

- B. View Only
- C. Contributor
- D. Implementor

Answer: ([SHOW ANSWER](#))

The Contributor permission set template in Workday Adaptive Planning is specifically designed for users who need to enter budget data into planning sheets while also being able to view reports and dashboards. Contributors can add and modify values in sheets they have access to, which satisfies the requirement to add values to existing plan estimates. They also receive read access to reports and dashboards, fulfilling the contextual visibility requirement. The Power User template grants broader administrative capabilities that exceed what a standard budgeter requires. View Only limits users to read-only access with no data entry capabilities, making it inappropriate for budget input. Implementor is an elevated administrative role for system configuration and model building. The Contributor template is the optimal baseline because it is scoped precisely to the data entry and reporting visibility functions described, and it can be further refined by the administrator to limit access to specific levels or sheets. Reference: Workday Adaptive Planning - Security and Permission Sets, User Roles, Contributor Template Configuration.

NEW QUESTION: 22

What does a grey cell background in a standard sheet indicate?

- A. The cell is editable.
- B. The cell is read-only and might contain a value or formula.
- C. The cell contains an error.
- D. The cell contains a rollup account or time dimension.

Answer: B ([LEAVE A REPLY](#))

NEW QUESTION: 23

What Workflow action unlocks all child levels?

- A. Reject
- B. Recall
- C. Submit
- D. Approve

Answer: ([SHOW ANSWER](#))

In Workday Adaptive Planning's Workflow (Process Tracker), the Reject action is used by a manager or approver to send a submitted budget back for revision. When a Reject action is performed, the system unlocks the budget data for all child levels beneath the rejected level, returning edit access to the planners at those levels so they can make corrections and resubmit. This is the correct mechanism for sending work back down the approval chain - the Reject action specifically restores editability to the child levels that had been locked when the budget was submitted. Recall is an action that allows a planner to withdraw their own submission before it has been approved, unlocking their own level's data. Submit locks the data at the current level and

sends it up the approval chain. Approve finalizes the submission and may lock data at the parent level. The Reject action's specific function of unlocking all child levels is fundamental to the iterative budget revision process in Adaptive Planning's workflow. Reference: Workday Adaptive Planning - Workflow, Process Tracker, Reject Action, Budget Approval Process.

NEW QUESTION: 24

When setting up multiple currencies, what type of currency should you choose to enable as the main currency for conversion?

- A.** Custom
- B.** Standard
- C.** Reporting
- D.** Corporate

Answer: ([SHOW ANSWER](#))

In Workday Adaptive Planning's multi-currency configuration, the Corporate currency serves as the primary currency for conversion across the entire instance. All local currencies used at individual levels are converted to the Corporate currency using defined exchange rates, enabling consolidated financial reporting in a single standard currency. The Corporate currency represents the home currency of the parent organization - typically the currency in which consolidated financial statements are prepared (e.g., USD for a US-headquartered company). When exchange rates are applied, the system converts local currency amounts to the Corporate currency for rollup and reporting purposes. Custom currencies are user-defined currencies that can be added for specific use cases but are not the main conversion baseline. Standard currencies are predefined ISO currencies. Reporting currencies are used for alternate presentation views but are not the primary conversion currency. The Corporate currency designation is fundamental to multi-currency setup and must be configured correctly to ensure accurate financial consolidation. Reference: Workday Adaptive Planning - Currency Configuration, Corporate Currency, Multi-Currency Setup.

NEW QUESTION: 25

What task must you do before changing the default time stratum?

- A.** Set the time stratum to Month > Quarter > Year.
- B.** Delete the calendar.
- C.** Delete any standard account data.
- D.** Append the calendar.

Answer: ([SHOW ANSWER](#))

In Workday Adaptive Planning, before changing the default time stratum of an instance, all standard account data must be deleted. This is a prerequisite enforced by the system because the time stratum fundamentally defines how data is stored and aggregated across time periods. Standard account data is structured according to the current time stratum, and changing the stratum without clearing this data would create structural inconsistencies and orphaned data records that the system cannot reconcile. Once the data is deleted, the administrator can change

the default time stratum and rebuild the time structure. This is why changing the default time stratum is considered a significant, typically one-time implementation decision that should be made before data is populated. Setting the stratum to a specific value, deleting the calendar, or appending the calendar are not prerequisites for this change - the critical precondition is the deletion of existing standard account data. Reference: Workday Adaptive Planning - Time Configuration, Default Time Stratum, System Setup Prerequisites.

NEW QUESTION: 26

Scenario: A multinational corporation seeks a consolidated view of global marketing expenditures. They need to analyze spending across specific marketing campaigns (Content Creation, Social Media Ads, Email Marketing, Influencer Partnerships) and their interaction with various marketing departments. The CFO requires a breakdown of expenses considering interdependencies between campaigns and departments. The objectives are to optimize budget allocation, eliminate redundant spending, and evaluate ROI for each marketing campaign.

The marketing team needs to: Monitor budget versus actual expenses, Analyze campaign performance, and Optimize spending across interdependent campaigns. Which strategy enables the team to achieve these goals while facilitating collaborative analysis and informed decision-making?

- A.** Build a centralized, interactive dashboard visualizing budget vs actual and relevant KPIs with drill-down to underlying details.
- B.** Distribute static Excel reports segmented by department and campaign via scheduled emails.
- C.** Implement a comprehensive Cube Sheet allowing users analysis across campaigns.
- D.** Design one web report per department showing budget vs. actuals for individual campaigns.

Answer: ([SHOW ANSWER](#))

A centralized, interactive dashboard in Workday Adaptive Planning is the optimal strategy for this multinational marketing analysis scenario because it addresses all three stated objectives simultaneously. Dashboards provide real-time visualization of budget versus actual expenses across all campaigns and departments in a single consolidated view, directly supporting the CFO's requirement for cross-dimensional expenditure analysis. Interactive drill-down capabilities allow users to navigate from high-level consolidated KPIs (such as total campaign ROI) down to the underlying transaction and budget details at the department-campaign intersection, enabling in-depth variance investigation. The dashboard can incorporate charts, tables, and KPI widgets that display campaign performance metrics, making ROI evaluation accessible across the organization. Distributing static Excel reports via email (Option B) eliminates interactivity and creates version control issues in a multinational environment. A Cube Sheet (Option C) is a data entry and planning tool, not a reporting and analysis platform, and lacks the visualization capabilities required. Separate web reports per department (Option D) fragment the consolidated view the CFO requires and prevent cross-departmental analysis of spending interdependencies. Reference: Workday Adaptive Planning - Dashboards, Interactive Analytics, Budget vs Actual Reporting, KPI Visualization, Drill-Down.

NEW QUESTION: 27

What information does Adaptive Planning require to import new levels?

- A. Short name
- B. Currency
- C. Rolls up to
- D. Code

Answer: ([SHOW ANSWER](#))

When importing new levels into Workday Adaptive Planning via the level import process, the 'Rolls up to' field is a required data element. This field specifies the parent level to which the new level reports, defining its position within the organizational hierarchy. Without the 'Rolls up to' value, the system cannot place the level correctly in the hierarchy, making it an essential import requirement. The import file for levels typically requires: the level name, the level code, and the 'Rolls up to' parent reference. While the level Code is also important for identification, among the options listed, 'Rolls up to' is the critical structural requirement that determines hierarchy placement. Short name is optional metadata. Currency can default to the corporate currency if not specified for individual levels. The 'Rolls up to' field is the hierarchical anchor that the system mandates to establish parent-child relationships during bulk level imports. Reference: Workday Adaptive Planning - Level Import, Required Level Fields, Hierarchy Configuration.

NEW QUESTION: 28

What action creates an (Only) level?

- A. Adding children under a level to create a rollup.
- B. Creating a formula on a level.
- C. Importing data to a parent level.
- D. Creating multiple versions.

Answer: ([SHOW ANSWER](#))

In Workday Adaptive Planning, an (Only) level is automatically created when child levels are added beneath an existing parent level, converting it into a rollup. The (Only) designation refers to a system-generated virtual level that represents the data entered directly at the parent level, independent of its children's data. For example, when child accounts are created under 'Total Marketing,' the system creates a 'Total Marketing (Only)' level to capture any topside adjustments or entries made directly at the parent level. This prevents the double-counting of data that would occur if parent-level entries were included in child rollup totals. The (Only) level is not manually created - it is a structural byproduct of the rollup relationship. Planners who need to enter data at a rollup level must do so through the (Only) level, which requires specific permission settings in the user's permission set. Reference: Workday Adaptive Planning - Level Hierarchy, Rollup Levels, (Only) Level Behavior, Data Entry at Parent Levels.

NEW QUESTION: 29

An OPEX model uses headcount data linked from a personnel sheet. When testing with sample data, all expense results appear in the location dimension value of 'Uncategorized.' What corrections need to be made to populate the location values?

- A. The OPEX formulas need term modifiers for location.
- B. The personnel sheet needs modeled accounts for each location.
- C. The OPEX formulas need to have Data Privacy set to 'Public at all levels.'
- D. The personnel sheet needs to be planned with the location dimension.

Answer: ([SHOW ANSWER](#))

NEW QUESTION: 30

You created a matrix report but forgot to include the version. What will happen?

- A. An error displays.
- B. A planner is prompted to select a version.
- C. The system uses the default version.
- D. The system uses the user's last viewed version.

Answer: B ([LEAVE A REPLY](#))

In Workday Adaptive Planning, if a matrix report is created without a version explicitly defined in the report design, the system will prompt the user running the report to select a version at runtime. Rather than generating an error or silently applying a default version, Adaptive Planning presents a version selection prompt to ensure the report displays data from the user's intended version context. This behavior provides a safety net for incomplete report configurations while still allowing the report to be run and useful output to be generated. It also introduces a degree of user control over which version is analyzed. The system does not automatically apply a default version or the last viewed version, as this could lead to users inadvertently analyzing incorrect data without awareness. Generating an error would make the report unusable. The prompt behavior ensures the report remains functional while requiring explicit user confirmation of the data context. Reference: Workday Adaptive Planning - Matrix Reports, Version Configuration, Report Runtime Behavior.

NEW QUESTION: 31

The budgeting team would like to incorporate an inflation rate into several different formulas. This inflation rate might be adjusted later on, so the team would like to be mindful of the maintenance effort and store it in one place. What account type allows for data entry at the "Top Level (Only)" to accommodate this?

- A. Modeled
- B. Metric
- C. Assumption
- D. Custom

Answer: ([SHOW ANSWER](#))

Assumption accounts in Workday Adaptive Planning are purpose-built for storing global constants - such as inflation rates, tax rates, or standard multipliers - that are referenced across multiple

formulas and sheets. By design, Assumption accounts allow data entry at the Top Level (Only), meaning a single value is maintained centrally and referenced uniformly throughout the model. This aligns with best practices for model maintainability: rather than hard-coding values into individual formulas, a central Assumption account serves as the single source of truth. When the inflation rate changes, the administrator updates one cell, and all dependent formulas recalculate automatically. This eliminates version drift and ensures consistency across the entire model. Modeled accounts are used for row-based planning; Metric accounts display calculated KPIs but are not editable input stores; Custom accounts have different structural roles. Assumption accounts are foundational in Adaptive Planning's architecture and appear prominently in the Accounts configuration under Model Management. Reference: Workday Adaptive Planning - Accounts Setup, Assumption Account Configuration, Model Management.

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