

## Standard reports for HR in Workday

Functional Area	Standard Reports for Human Resources*
Benefits	<ul style="list-style-type: none"> <li>● Benefit Changes</li> <li>● Benefit Corrections in Progress</li> <li>● Benefits Census</li> <li>● Terminated Employees with Benefits</li> <li>● Spending Account and Health Savings Account Overrides Audit</li> <li>● Enrollment Count</li> </ul>
Compensation	<ul style="list-style-type: none"> <li>● Direct Reports Compensation Summary</li> <li>● Direct Reports Market Position</li> <li>● Current Employee Detail</li> <li>● Bonus and One-Time Payments</li> <li>● Compensation Changes</li> <li>● In Progress Compensation Changes</li> <li>● Employee Compensation Audit</li> </ul>
Performance and Talent	<ul style="list-style-type: none"> <li>● Find Workers</li> <li>● Employee Review Status Summary</li> <li>● Employee Review Ratings</li> <li>● View Employee Review Setup</li> <li>● View Employee Review Template</li> <li>● Talent Matrix (4 delivered)</li> <li>● Talent Pools</li> <li>● Succession Planning Summary</li> </ul>
Staffing/Employee	<ul style="list-style-type: none"> <li>● Active Employees</li> <li>● Headcount Report</li> <li>● Current Employee Detail</li> <li>● Staffing Activity Summary</li> <li>● Terminations</li> <li>● Employees on Leave</li> <li>● Turnover Summary</li> </ul>

\*Examples of standard reports may differ based on specific Workday configuration.