Detailed Workday-Pro-HCM-Core Study Dumps - Exam Workday-Pro-HCM-Core Revision Plan

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Workday Workday-Pro-HCM-Core Exam Syllabus Topics:

Topic	Details
Topic 1	• Security: This section of the exam measures the skills of Workday Security Administrators and covers maintaining secure access within Workday. It includes managing functional areas, domains, and security policies; distinguishing between user-based and role-based groups; and updating permissions. Candidates demonstrate how to maintain domain and business process security effectively.
Topic 2	• Scheduling Reports: This section of the exam measures the skills of Report Administrators and covers running, scheduling, and configuring reports with dynamic criteria. It emphasizes automation and time-based execution for reporting efficiency.

Topic 3	• Business Process Steps: This section of the exam measures the skills of Workday Implementation Consultants and focuses on executing tasks, approvals, and subprocesses within business workflows. Candidates demonstrate managing approvals and maintaining approval chains for accurate process tracking.
Topic 4	• Reporting Overview: This section of the exam measures the skills of Workday Reporting Analysts and introduces candidates to standard report modification. It focuses on copying, editing, and adapting reports to meet organizational requirements.
Topic 5	• Prompting: This section of the exam measures the skills of Report Designers and focuses on configuring prompts in report definitions. It involves identifying built-in prompts and optimizing their use to create interactive reports.
Topic 6	• Business Process Configuration: Definition-Level: This section of the exam measures the skills of Workflow Configuration Specialists and focuses on defining and validating business process steps. Candidates apply validation conditions, set process rules, and order steps efficiently to improve workflow accuracy.
Topic 7	• Navigation, Finding Data, and Business Objects: This section of the exam measures the skills of Workday HCM Analysts and focuses on navigating the Workday interface efficiently, finding relevant data, and understanding how business objects function. Candidates are tested on their ability to apply navigation techniques, recognize the structure and purpose of Workday business objects, and link them to organizational data management processes.
Topic 8	• Business Process Configuration: Step-Level: This section of the exam measures the skills of Business Process Developers and focuses on customizing workflows. It includes creating condition rules, configuring advanced routing, customizing notifications, and adding help text to enhance user experience and control workflow behavior.
Topic 9	• Building Custom Reports: This section of the exam measures the skills of Workday Data Analysts and involves creating custom reports using standard or indexed data sources. It includes adding business object fields, enabling web services, and building reports that support decision-making.
Topic 10	• Compensation: This section of the exam measures the skills of Compensation and Benefits Managers and involves building and maintaining compensation frameworks. It includes defining eligibility rules, configuring compensation packages, salary plans, and allowance plans. Candidates must understand compensation defaulting, manage worker compensation events, and ensure alignment with organizational pay structures.
Topic 11	• Business Process Management: This section of the exam measures the skills of HRIS Administrators and covers managing both mass and individual business processes. It emphasizes handling multiple workflow tasks efficiently and ensuring accuracy in execution.
Topic 12	• Report Security: This section of the exam measures the skills of Workday Access Control Specialists and focuses on implementing security controls in report design. It covers sharing options, user access considerations, and transferring ownership responsibly.
Topic 13	• Organizations: This section of the exam measures the skills of HR System Administrators and covers managing organizational structures in Workday. It includes creating and maintaining organization types such as supervisory and cost center hierarchies, configuring reporting structures, and defining locations. Candidates also demonstrate the ability to assign workers, establish leadership roles, and manage the relationships between organizations and employees.
Topic 14	• Sorting and Filtering: This section of the exam measures the skills of Workday Report Developers and focuses on improving data presentation. Candidates are evaluated on their ability to apply effective sorting, filtering, and logic-building techniques to generate accurate results.

Topic 15	• Business Process Framework: This section of the exam measures the skills of Business Process Designers and focuses on how organizations, security, and processes interact. It includes identifying rule-based and organization-specific process definitions and understanding key business process concepts such as events, steps, and types.
Topic 16	• Staffing Models: This section of the exam measures the skills of Workday Functional Consultants and focuses on understanding staffing models used in Workday. It includes identifying the characteristics of position management and job management models, setting position restrictions, and applying them when creating positions. Candidates must understand how staffing models support workforce planning and organizational efficiency.

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Workday Pro HCM Core Certification Exam Sample Questions (Q35-Q40):

NEW QUESTION # 35
You are configuring the Job Change business process. You need to determine whether to send a step to the current manager or the proposed manager.
What option can you use?

- A. Validation Condition rule
- B. Routing Modifier
- C. Entry Condition rule
- D. Maintain Advanced Routing Restriction

Answer: B

Explanation:
The correct option is Routing Modifier.
In Workday, Routing Modifiers are used to dynamically adjust the routing of approval or review steps within a business process based on contextual changes, such as whether a worker's supervisory organization or manager is changing. This configuration allows the system to intelligently determine whether the approval or notification step should go to the current manager (before the change) or the proposed manager (after the change).
For example, in the Job Change business process, when an employee is transferring to a new organization or manager, a routing modifier ensures that pre-transfer approvals route to the current manager, while post- transfer approvals route to the new (proposed) manager. This ensures accurate accountability and process flow alignment.
Reference: Workday Pro HCM - Business Process Configuration and Routing, "Using Routing Modifiers in Business Processes" section.

NEW QUESTION # 36
You created a Role-Based (Constrained) security group and a User-Based security group. Both security groups have access to approve compensation changes.
What access will members of each group have?

- A. Both security groups can approve compensation of all workers.
- B. Role-Based (Constrained) can approve compensation of workers they are assigned to support. User- Based can approve compensation of all workers.
- C. Both security groups can approve compensation of all workers they are assigned to support.
- D. Role-Based (Constrained) can approve the compensation of all workers. User-Based can approve the compensation of workers they are assigned to support.

Answer: B

Explanation:
The correct answer isA - Role-Based (Constrained) can approve compensation of workers they are assigned to support. User- Based can approve compensation of all workers.
In Workday,Role-Based (Constrained)security groups restrict access based on an assigned organization or supervisory hierarchy. Members of a constrained role (such asCompensation Partner) can perform actions- like approving compensation changes-only for workers within their assigned supervisory organizations.
Conversely,User-Basedsecurity groups arenot tied to an organizationunless specifically constrained, and typically haveunconstrained, tenant-wide access. When both security groups have access to the same domain or business process (e.g., "Approve Compensation Change"), theUser-Basedgroup can approve changes for all workers, while theRole-Based (Constrained)group's access is limited by their assigned scope.
Reference:Workday Pro HCM -Security Fundamentals, "Constrained vs. Unconstrained Access in Role- Based and User-Based Security Groups."

NEW QUESTION # 37
You need to create a new supervisory organization and it needs to inherit attributes from an existing supervisory organization. What task do you use?

- A. Assign Roles
- B. Assign Included Organizations
- C. Create Supervisory Organization
- D. Create Subordinate

Answer: D

Explanation:
Comprehensive and Detailed Explanation (Paraphrased from Workday Pro HCM Core - Organizations Setup and Management Guide 2023R2):
When creating a new supervisory organization that shouldinherit attributessuch as staffing model, company, and cost center from an existing organization, you use theCreate Subordinatetask.
This task creates the new subordinate organization directly under a superior supervisory organization. It automatically copies inherited settings such as visibility, organization assignments, and staffing model, ensuring hierarchical alignment and simplifying setup.
Option B (Create Supervisory Organization) creates a brand-new top-level supervisory org without inheritance.
Option A (Assign Roles) only assigns role-based permissions after creation.
Option C (Assign Included Organizations) is used for related org relationships, not for hierarchical creation.
Thus,Create Subordinateis the correct task when the new org must inherit settings from a superior one.
Reference (Paraphrased Source):
Workday Pro HCM Core - Organizations Configuration Guide (2023R2), Section: "Creating Subordinate Supervisory Organizations and Inherited Attributes."

NEW QUESTION # 38
You want to prevent an HR Partner from accessing theFind Workersreport. What must you update?

- A. Domain Security Policy
- B. Maintain Assignable Roles
- C. Maintain Functional Areas
- D. Business Process Security Policy

Answer: A

Explanation:

The correct answer isC - Domain Security Policy.

In Workday,reports and data accessare controlled bydomain security policies, whereasbusiness process security policiescontrol who can initiate or act on transactions. TheFind Workersreport accesses worker data fields that are part of theWorker Data: Public, Personal, and Employmentdomains.

To restrict theHR Partnersecurity group from accessing theFind Workersreport, you must update the domain security policythat governs the worker data used by that report. By removing the HR Partner group from theView permissionsof the relevant domains, you effectively prevent them from retrieving worker information through that report.

Reference:Workday Pro HCM -Security Fundamentals, "Domain Security Policies and Data Access Controls" section.

NEW QUESTION # 39

You want a report's results to display only workers located in Toronto and Montreal. What report configuration accomplishes this?

- A. Filter
- B. Share
- C. Sort
- D. Sub Level Sort

Answer: A

Explanation:

The correct answer isFilter.

In Workday reporting,filtersare used to narrow down report results based on specific data criteria, such as location, supervisory organization, or worker type. By applying afilter conditionto include only workers whose location equalsTorontoorMontreal, the report output dynamically restricts data to meet those parameters.

Filters can be added to bothcustomandadvanced reportsand can include multiple conditions combined with logical operators (AND/OR). UnlikeSort(which arranges results in a specific order) orShare(which defines who can view or edit the report), aFilterdirectly controls which data rows appear in the report output, ensuring that only relevant workers are displayed.

Reference:Workday Pro HCM -Reporting Fundamentals, "Using Filters to Refine Report Results" section.

NEW QUESTION # 40

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