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Workday Pro HCM Core Exam Guide

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Workday Pro HCM Core Certification Exam Sample Questions (Q104-Q109):

NEW QUESTION # 104

A recruiter is proposing compensation for a candidate during the Offerstage. The recruiter wants to change the home internet allowance from \$50 AUD to \$100 AUD, but is unable to do so.

Why is the recruiter unable to change the amount?

- A. The candidate is not eligible for a plan profile.
- B. The allowance plan is not included in the compensation package.
- C. The candidate is eligible for more than one allowance plan.
- D. The allowance plan has the No Override checkbox selected.

Answer: D

Explanation:

In Workday, allowance plans include a No Override configuration option that prevents users from manually changing the plan amount during staffing or compensation events. When this checkbox is selected, the plan amount is strictly controlled by the plan default or plan profile value.

Even if a recruiter has appropriate security and the candidate is eligible for the allowance, the presence of No Override enforces compensation governance and prevents deviations from defined policy.

Ineligibility would prevent the plan from appearing at all, and multiple plan profiles would cause defaulting issues-not override restrictions. If the plan were not included in the compensation package, it would not be visible.

Therefore, the recruiter cannot change the amount because the No Override checkbox is selected, making option A correct.

NEW QUESTION # 105

A company pays its employees a monthly allowance. Plan targets depend on plan profile eligibility rules.

Sample eligibility includes:

- * Job Family = Human Resources # \$50 USD
- * Job Family = Sales # \$70 USD
- * Job Family and Country = Human Resources / Australia # \$78 AUD
- * Job Family and Country = Sales / Australia # \$110 AUD

The HR administrator updates the Sales job family so it now contains the job profile Sales Analyst.

When accessing the Employee Compensation Audit report, which column will highlight the allowance plan for the Sales Analyst?

- A. This plan won't appear on the report
- B. Unassigned Eligible Compensation Components
- C. Assigned Ineligible Compensation Components
- D. Assigned Eligible Compensation Components

Answer: B

Explanation:

The Employee Compensation Audit report in Workday is designed to identify discrepancies between eligibility and actual plan assignment. It compares whether employees should be assigned to compensation plans based on eligibility rules versus whether they are currently assigned.

In this scenario, the Sales Analyst job profile was newly added to the Sales job family. As a result, Sales Analysts now meet the eligibility criteria for the Sales allowance plan. However, unless a compensation event (such as Hire, Job Change, or Compensation Change) has occurred, the allowance plan may not yet be assigned.

When an employee is eligible for a plan but not currently assigned, Workday flags this discrepancy under Unassigned Eligible Compensation Components. This column highlights compensation plans that should be assigned based on current eligibility but are missing.

Assigned Ineligible Compensation Components would only apply if the employee had the plan but no longer qualified. The plan will appear on the report because eligibility exists.

Therefore, the correct column is Unassigned Eligible Compensation Components, making option A correct.

NEW QUESTION # 106

You created a new one-time payment plan and enabled employees to request payments for themselves.

During testing, you notice that an existing custom validation for the Request One-Time Payment business process also applies to the Request One-Time Payment for Self process.

How can you ensure these validations do not run for employees requesting one-time payments for themselves?

- A. Remove Employee as Self from the Worker Data: Request One-Time Payment security domain.
- **B. Use Maintain Custom Validations and use the One-Time Payment Event for Self field to exclude these event types.**
- C. Use Maintain Custom Validations and add new validations that apply only to employee self-requests.
- D. Use Configure Optional Fields for Request One-Time Payment for Self to exclude the fields triggering the validations.

Answer: B

Explanation:

In Workday, custom validations are evaluated based on business process context, including the event type that triggered the process. The Request One-Time Payment and Request One-Time Payment for Self are separate event types, even though they share similar functionality.

To prevent existing validations from running for employee self-service requests, administrators must explicitly exclude the self-service event type within the validation logic. This is done using the Maintain Custom Validation task, where conditions can be added to evaluate the One-Time Payment Event for Self field.

Security changes are not appropriate because the requirement is to allow the process but exclude validations.

Optional field configuration does not control validation execution. Creating additional validations does not stop existing ones from firing.

By excluding the One-Time Payment Event for Self event type within the validation, Workday ensures validations continue to apply to administrator-initiated requests but not to employee self-service requests.

Therefore, option C is the correct and Workday-supported solution.

NEW QUESTION # 107

The HR Partner Role-Based (Constrained) security group is responsible for approving employee terminations.

The Access Rights to Organizations setting on this security group is Current Organization and All Subordinates.

What termination events will HR Partners need to approve?

- A. Termination events for employees that are members of the organization they are assigned to support.
- B. Termination events for employees that are members of the organization they are assigned to support and only one subordinate of that organization.
- **C. Termination events for employees that are members of the organization they are assigned to support and any subordinates of that organization.**
- D. Termination events for employees that are members of the organization they are assigned to support and only subordinates of that organization that do not have an HR Partner.

Answer: C

Explanation:

In Workday HCM, role-based (constrained) security groups control access to business processes and data based on an individual's organizational assignments. The Access Rights to Organizations setting determines which organizations—and therefore which workers—fall within the scope of responsibility for users assigned to that security role.

When the Access Rights to Organizations setting is configured as Current Organization and All Subordinates, the HR Partner assigned to a supervisory organization gains security access to that organization and every subordinate organization beneath it in the hierarchy. This access applies regardless of whether subordinate organizations have their own HR Partners assigned.

In the context of employee terminations, this means HR Partners are responsible for approving termination events for employees who belong to the organization they directly support as well as employees in any subordinate supervisory organizations. Workday evaluates the worker's organizational membership at the time of the transaction and routes the business process approval

accordingly.

Options B and C are incorrect because Workday does not limit approvals based on whether subordinate organizations have HR Partners or restrict access to a single subordinate. Option D is also incorrect because it ignores subordinate organizations entirely, which contradicts the selected access rights configuration.

From a Workday Pro HCM security design perspective, this setting ensures appropriate oversight and continuity by allowing HR Partners to support broader organizational segments without creating security gaps. It is commonly used in shared-services or regional HR models where HR Partners support entire organizational branches.

Therefore, the correct and Workday-verified answer is that HR Partners must approve termination events for employees in their assigned organization and all subordinate organizations.

NEW QUESTION # 108

What security group does Workday deliver that allows employees to view information about the organization's structure?

- A. Initiator
- B. Implemented
- C. Role Maintainer
- **D. All Employees**

Answer: D

Explanation:

The correct answer is C - All Employees.

Workday delivers the All Employees security group as a predefined (delivered) user-based security group that automatically includes every active worker within the tenant. This group grants broad access to non-sensitive information that all workers should be able to view such as organizational structure, reporting relationships, job profiles, and public worker details (like name, title, and location). The All Employees group is fundamental for system usability and transparency, ensuring employees can navigate the org chart, identify colleagues, and understand reporting hierarchies without compromising confidential data.

Workday recommends maintaining this group's configuration in its default state to avoid restricting essential information visibility.

Security administrators may, however, further refine domain policies to exclude sensitive data while preserving general organization structure access.

Reference: Workday Pro HCM - Security Fundamentals, "Delivered Security Groups: All Employees, All Contingent Workers, and All Users" section.

NEW QUESTION # 109

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