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APA Fundamental Payroll Certification Sample Questions (Q115-Q120):

NEW QUESTION # 115

When testing a payroll business continuity plan, all of the following tasks are critical to issuing payments to employees EXCEPT:

- A. Validating system access.
- B. Adding a new cost center.
- C. Creating the ACH file.
- D. Printing paychecks.

Answer: B

Explanation:

A payroll business continuity plan (BCP) is designed to ensure payroll processes continue during a disruption.

Critical tasks include validating system access, creating ACH files, and printing paychecks. Adding a new cost center is NOT critical to issuing payroll, as it primarily affects financial reporting rather than payment processing. Payroll.org recommends focusing on system access, banking functions, and ensuring payroll runs smoothly.

References:

* Payroll.org, Business Continuity and Disaster Recovery Guidelines

* IRS Publication 15 (Employer's Tax Guide)

NEW QUESTION # 116

A state's minimum wage is \$0.60 higher than the federal minimum wage. Under the FLSA, for an employee age 20, what is the MINIMUM hourly rate an employer can pay the employee?

- A. \$7.85
- B. \$4.85
- C. \$7.25
- D. \$4.25

Answer: A

Explanation:

The federal minimum wage is \$7.25 per hour.

A state's minimum wage is \$0.60 higher, so $\$7.25 + \$0.60 = \$7.85$.

FLSA requires the higher of state or federal minimum wage.

Reference:

FLSA Minimum Wage Provisions (Department of Labor)

NEW QUESTION # 117

The FIRST action an employer should take when a natural disaster occurs is:

- A. Determine the well-being of employees
- B. Secure interim office space
- C. Find temporary housing for employees
- D. Access payroll and employee information files

Answer: A

Explanation:

Comprehensive and Detailed Explanation:

When a natural disaster occurs, the first priority of any employer should be to ensure the safety and well-being of employees.

Step 1: Confirm employee safety - Employers should account for all employees and provide immediate assistance if needed.

Step 2: Assess business operations impact - Once employees are safe, the employer can begin securing records and office space.

Option A is incorrect because accessing payroll records is important but secondary to employee safety.

Option C is incorrect because temporary housing is not the employer's primary responsibility.

Option D is incorrect because securing office space is a later step in disaster recovery.

Reference:

FEMA - Emergency Preparedness Guidelines for Businesses

Payroll.org - Disaster Recovery for Payroll Operations

NEW QUESTION # 118

The employer's unpaid portion of payroll taxes is posted as a credit to a(n):

- A. Long-term liability account
- B. Asset account
- C. Current liability account
- D. Expense account

Answer: C

Explanation:

- * Payroll taxes owed by the employer (such as FICA and FUTA) are recorded as a current liability because they must be paid within a short period.
- * Long-term liability (C) applies to debts due over time, not payroll taxes.
- * Expense accounts (D) track costs but do not reflect unpaid obligations.

References:

- * Payroll Accounting Guidelines (Payroll.org)
- * IRS Employer Tax Guide (Publication 15)

NEW QUESTION # 119

Which of the following master file components is NOT part of the employment data?

- A. Net Pay
- B. Hire Date
- C. Workweek
- D. Shift Premium

Answer: A

Explanation:

Comprehensive and Detailed Explanation: An employee master file contains employment-related data such as:

- * Shift Premium (A): Used to calculate earnings.
- * Workweek (B): Defines payroll schedules.
- * Hire Date (C): Essential for tenure and benefit eligibility.

However, Net Pay (D) is NOT part of employment data because it is a payroll outcome, not an employment record.

Reference:

Payroll.org - Employee Master File Data Requirements

IRS - Payroll Recordkeeping Guidelines

NEW QUESTION # 120

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