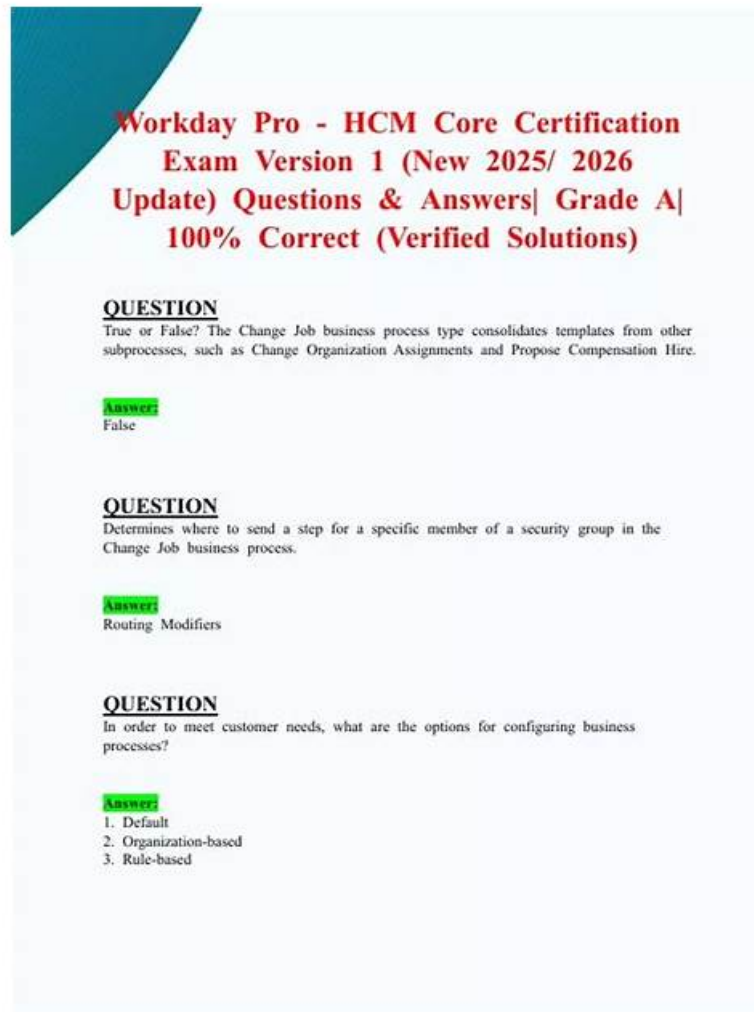# 100% Pass 2026 Workday Workday-Pro-HCM-Core Accurate Valid Test Practice

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

Topic	Details
Topic 1	• 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 2	• 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 3	• Business Process Security: This section of the exam measures the skills of System Security Analysts and focuses on how business process security interacts with overall configurable security in Workday. Candidates ensure secure process execution through appropriate role and domain control.
Topic 4	• 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 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	• Jobs and Positions: This section of the exam measures the skills of HR Operations Specialists and focuses on managing positions and employee life cycle processes. It includes creating positions, applying hiring restrictions, performing job changes, managing staffing movements, and handling employee terminations. The section also covers contingent worker management and contract administration.
Topic 7	• 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 8	• 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 9	• 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 10	• 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 11	• 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 12	• 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.

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Updated Workday Workday-Pro-HCM-Core Exam Questions BUNDLE PACK

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Workday Pro HCM Core Certification Exam Sample Questions (Q15-Q20):

NEW QUESTION # 15
You are creating a new security group to allow users responsible for security oversight to runSecurity reports across all organizations.
What type of security group should you create?

- A. Rule-based
- B. Segment-based
- C. Role-based (Constrained)
- D. User-based

Answer: D

Explanation:
The correct answer isD - User-based.
User-based security groupsare manually assigned to specific users and are typically used foradministrative or audit-level access.
They can be configured asunconstrained, granting full visibility across all organizations and data in the tenant.
For users responsible forsecurity oversight or auditing, auser-based group(such asSecurity Administratoror Security Auditor) is appropriate. This group can be assigned to the necessarydomain and business process security policiesthat control access tosecurity reportsand configuration data.
Other group types (e.g., role-based or segment-based) depend on organizational context and cannot provide unrestricted system-wide visibility, making a user-based group the correct option for full security monitoring.
Reference:Workday Pro HCM -Security Administration and Oversight, "User-Based Security Groups for Security Auditors and Administrators" section.

NEW QUESTION # 16
What options are available when configuring a business process notification?

- A. Recipient based on Workday Account
- B. Sender based on Workday Account
- C. Trigger on In Progress
- D. On exit

Answer: A

Explanation:
When configuringBusiness Process Notificationsin Workday, administrators can define therecipientbased on a specificWorkday Account. This allows precise targeting of individuals or security groups (e.g., HR Partner, Manager, or specific role-based accounts) who should receive the notification.
Option D is correct because"Recipient based on Workday Account"ensures the system routes the notification to the appropriate user or group dynamically, based on the context of the business event. This is essential for process transparency and timely action.
Option A (Sender based on Workday Account) is incorrect - the sender is system-defined ("Workday Notification"), not configurable by user account.
Option B (On exit) and Option C (Trigger on In Progress) are not valid notification configuration options; triggers are defined by processstatus changessuch as "Awaiting Action," "Completed," or "Denied." Reference (Paraphrased Source):
Workday Pro HCM Core - Business Process Configuration Guide (2023R2), Section: "Business Process Notifications and Recipient Configuration."

NEW QUESTION # 17
A member of the HR Partner Role-Based security group transfers to a different position on another team. What subprocess in Change Job will address their security group membership?

- A. Assign Roles
- B. Assign Pay Group
- C. Manage Job History
- D. Manage Business Processes for Worker

Answer: A

Explanation:

Comprehensive and Detailed Explanation (Paraphrased from Workday Pro HCM Core - Security and Business Process Framework Guide, 2023R2):

When a worker who is part of a Role-Based Security Group (RBSG) transfers to a different position, Workday automatically reviews the roles associated with their supervisory organization through the Assign Roles subprocess.

The Assign Roles subprocess within the Change Job business process ensures that role assignments (such as HR Partner, Manager, or Payroll Partner) are updated according to the new supervisory organization's configuration. This automation helps maintain proper security access and prevents users from retaining permissions tied to their previous role or organization.

Option A (Assign Pay Group) manages payroll assignment, not security.

Option B (Manage Job History) records past job data, unrelated to role security.

Option D (Manage Business Processes for Worker) handles process configurations, not security group updates.

Thus, Assign Roles is the correct subprocess to maintain accurate security group membership during position changes.

Reference (Paraphrased Source):

Workday Pro HCM Core - Security and Business Process Configuration Guide (2023R2), Section: "Role Assignments in Staffing Events."

NEW QUESTION # 18

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

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

Answer: A

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 # 19

What HR organization type is required for every worker?

- A. Company
- B. Matrix
- C. Supervisory
- D. Cost Center

Answer: C

Explanation:

Comprehensive and Detailed Explanation (Paraphrased from Workday Pro HCM Core - Organizations and Staffing Structure Guide, 2023R2):

In Workday, every worker must belong to exactly one Supervisory Organization. The Supervisory Organization defines the management hierarchy and reporting structure for workers and positions. It serves as the foundation for staffing, business process routing, security role assignment, and approval workflows.

When hiring or transferring a worker, assigning them to a supervisory organization ensures that the worker's manager, HR partner, and other role-based participants are correctly identified. Without this relationship, the worker cannot be successfully staffed or managed within the tenant.

Options B (Matrix), C (Cost Center), and D (Company) may also be required for organizational reporting or accounting, but

onlySupervisory Organizationsare mandatory for all workers because they define managerial oversight and operational hierarchy.
Reference (Paraphrased Source):
Workday Pro HCM Core - Organizations Configuration Guide (2023R2), Section: "Supervisory Organizations as the Basis of Staffing Structure."

NEW QUESTION # 20
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