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Workday Pro HCM Core Exam Guide

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

NEW QUESTION # 35

Which tasks can be executed from a business process step to create a new condition rule? (Select two correct answers.)

- A. Maintain Advanced Routing Restrictions
- B. Maintain Step Delay
- C. Create Condition Rule
- D. Maintain Step Conditions

Answer: C,D

Explanation:

In Workday, condition rules determine whether a step executes, routes, or triggers based on defined criteria such as job attributes, location, or organization. There are two primary ways to create or associate condition rules directly from a business process step:

* Create Condition Rule (Option C)- allows a user to define a new condition rule directly from within the step configuration screen. This opens the condition rule editor where criteria can be defined using Workday attributes.

* Maintain Step Conditions (Option D)- provides the option to assign existing condition rules or create new ones for the selected step. This is often used to ensure that certain steps run only when specific business conditions are met.

Options A and B are incorrect:

* Maintain Advanced Routing Restrictions(A) is related to security routing and worktag-based participant logic, not condition rule creation.

* Maintain Step Delay(B) controls timing (delaying execution by hours or days), unrelated to conditions.

Reference (Paraphrased Source):

Workday Pro HCM Core - Business Process Framework and Condition Rule Configuration Guide (2023R2)

- Sections: "Creating and Maintaining Condition Rules" and "Step-Level Configuration."

NEW QUESTION # 36

Your client frequently has special projects their employees work on. These projects are temporary and are staffed with existing employees. Your client needs a way to assign a temporary manager for each project and be able to see all the team members in the tenant. What organization type will allow them to accomplish this?

- A. Location Hierarchy
- B. Supervisory
- C. Matrix
- D. Pay Group

Answer: C

Explanation:

Comprehensive and Detailed Explanation (Paraphrased from Workday Pro HCM Core - Organization Types and Structures Guide, 2023R2):

The correct organization type for managing temporary project-based teams is a Matrix Organization.

Matrix organizations are designed to group employees from different supervisory organizations to work together on a temporary or functional basis, such as projects or task forces.

This structure allows the assignment of a temporary manager (Matrix Manager) who oversees project-related activities without changing employees' primary supervisory reporting relationships. The matrix manager gains visibility into all assigned members, enabling effective project oversight.

Options A (Location Hierarchy) manages physical work locations, not project teams.

Option B (Supervisory) defines permanent reporting structures.

Option D (Pay Group) organizes workers for payroll purposes only.

Thus, Matrix Organization provides the flexibility and visibility required for cross-functional, project-based staffing.

Reference (Paraphrased Source):

Workday Pro HCM Core - Organizations Configuration Guide (2023R2), Section: "Matrix Organizations and Project-Based Management."

NEW QUESTION # 37

You need to prevent Contingent Workers from accessing the Pay App (Delivered Worklet) on their Home landing page. How do you accomplish this?

- A. Add the security group to the business process security policy.
- **B. Remove the security group from the domain security policy.**
- C. Add the security group to the domain security policy.
- D. Remove the security group from the business process security policy.

Answer: B

Explanation:

To prevent Contingent Workers from accessing the Pay app (worklet), the correct action is to remove their associated security group from the domain security policy that governs access to the pay-related data.

Workday uses domain security policies to control access to data and reports, including worklets on the home page. The Pay worklet is driven by access to certain domains such as "View Payslip," "View Pay Results," and "Worker Pay." If Contingent Workers are part of a security group (e.g., Contingent Worker View Only) that is granted access to these domains, they will see the Pay worklet. By removing this group from the domain policy, you revoke their access to the data and thus remove the visibility of the worklet itself. Workday Pro HCM - Core Security Fundamentals, "Domain Security Policies and Worklet Access" section.

NEW QUESTION # 38

What action can you take after a business process completes?

- A. Cancel
- B. Reassign
- **C. Rescind**
- D. Delegate

Answer: C

Explanation:

After a business process completes in Workday, the valid corrective action that can be taken is to Rescind the process.

The Rescind action allows an authorized user (typically with HR Partner or BP Administrator access) to reverse the completed business process, effectively undoing the transaction and restoring the system to its prior state.

This is often used when incorrect data was entered, or when the transaction was completed prematurely.

Rescinding a process automatically generates related rescind events and notifications, ensuring system integrity.

Option A (Cancel) applies to in-progress business processes only - it stops a process before completion.

Option B (Reassign) allows task ownership changes while a process is active but not after completion.

Option D (Delegate) is a security feature for work delegation, not a post-completion action.

Thus, Rescind is the only valid corrective action once a BP is finalized.

Reference (Paraphrased Source):

Workday Pro HCM Core - Business Process Framework and Transaction Correction Guide (2023R2), Section: "Rescind and Cancel Business Processes."

NEW QUESTION # 39

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

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

Answer: C

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 # 40

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