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## Test Workday-Pro-HCM-Core Assessment | Valid Workday-Pro-HCM-Core Exam Syllabus

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## Workday Pro HCM Core Certification Exam Sample Questions (Q10-Q15):

### NEW QUESTION # 10

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

**Answer: D**

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 # 11

What HR organization type is required for every worker?

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

**Answer: D**

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 only Supervisory Organizations are 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 # 12

You want all managers to approve both hire details and proposed compensation. The consolidated approval chain step displays after Propose Compensation and the completion step, Review Employee Hire. What statement describes the action that happens next?

- A. You receive a warning because the consolidated approval chain step should be the completion step.
- B. You execute the business process successfully to meet the business need.
- **C. You receive a critical error because the consolidated approval chain step should be the completion step.**

- D. You receive a critical error because the step order should be Review Employee Hire, Propose Compensation (completion step), and then consolidated approval chain.

**Answer: C**

Explanation:

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

A Consolidated Approval Chain Step allows multiple approval actions within a business process to be combined into a single, streamlined approval task. However, this step must be the final step before the completion step in a business process.

If the Consolidated Approval Chain appears after the completion step, Workday will trigger a critical error because the step order violates the BP framework rules. The system expects the consolidated approval to act as the last step to ensure that all approvals are received before the event finalizes.

Therefore, Option C is correct - a critical error occurs because the Consolidated Approval Chain Step must immediately precede the completion step, not follow it.

Reference (Paraphrased Source):

Workday Pro HCM Core - Business Process Configuration Guide (2023R2), Section: "Consolidated Approval Chains and Step Sequence Rules."

### NEW QUESTION # 13

You are updating a business process and need to exclude the initiator from completing a step. What task do you use?

- A. Maintain Step Delay
- B. Maintain Step Help-Text
- C. Maintain Step Conditions
- **D. Maintain Advanced Routing**

**Answer: D**

Explanation:

When configuring a business process, if the requirement is to exclude the initiator from completing a step, the correct configuration point is within Maintain Advanced Routing. This task allows administrators to control and customize routing restrictions and participant logic for each step.

Using the Maintain Advanced Routing task, you can define whether the initiator should be included or excluded as a potential assignee for the step. This ensures segregation of duties and compliance - for example, preventing an employee who initiated a Change Job event from approving or reviewing their own transaction.

Options A, B, and D are incorrect:

\* Maintain Step Conditions (A) is used to apply condition rules to control whether a step executes but not who performs it.

\* Maintain Step Help-Text (B) is used only to provide user instructions within the BP interface.

\* Maintain Step Delay (D) controls timing between steps, not participant assignment.

Reference (Paraphrased Source):

Workday Pro HCM Core - Business Process Configuration Guide (2023R2), Section: "Advanced Routing and Participant Restrictions" and "Business Process Step Configuration Options."

### NEW QUESTION # 14

You want the company organization to default in when you hire workers. What task should you run from the supervisory organization to accomplish this?

- A. Edit Name/Code
- **B. Edit Supervisory Organization**
- C. Assign Roles
- D. Create Position

**Answer: B**

Explanation:

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

To have the Company Organization automatically default when hiring workers into a supervisory organization, you must update the

organization settings through the Edit Supervisory Organization task.

This task allows you to define default organization assignments, including Company, Cost Center, Region, and Custom Organizations. Once these defaults are set, Workday automatically populates these values during staffing events such as Hire or Add Job, reducing manual entry and ensuring consistent data alignment across the hierarchy.

Option B (Create Position) is used to define positions within the supervisory org, not defaults.

Option C (Edit Name/Code) modifies identifiers only.

Option D (Assign Roles) relates to security role assignments.

Therefore, Edit Supervisory Organization is the correct task to establish the default Company for new hires.

Reference (Paraphrased Source):

Workday Pro HCM Core - Organizations Configuration Guide (2023R2), Section: "Defining Default Organization Assignments."

## NEW QUESTION # 15

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