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To some extent, to pass the Workday-Pro-HCM-Core exam means that you can get a good job. The Workday-Pro-HCM-Core exam materials you master will be applied to your job. The possibility to enter in big and famous companies is also raised because they need outstanding talents to serve for them. Our Workday-Pro-HCM-Core Test Prep is compiled elaborately and will help the client a lot.

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

Topic	Details
Topic 1	• Organizations: This section of the exam measures the skills of HR System Administrators and covers managing organizational structures in Workday. It includes creating and maintaining organization types such as supervisory and cost center hierarchies, configuring reporting structures, and defining locations. Candidates also demonstrate the ability to assign workers, establish leadership roles, and manage the relationships between organizations and employees.

Topic 2	• 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 3	• Security: This section of the exam measures the skills of Workday Security Administrators and covers maintaining secure access within Workday. It includes managing functional areas, domains, and security policies; distinguishing between user-based and role-based groups; and updating permissions. Candidates demonstrate how to maintain domain and business process security effectively.
Topic 4	• 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 5	• Business Process Steps: This section of the exam measures the skills of Workday Implementation Consultants and focuses on executing tasks, approvals, and subprocesses within business workflows. Candidates demonstrate managing approvals and maintaining approval chains for accurate process tracking.
Topic 6	• 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 7	• 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 8	• 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 9	• 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 10	• Compensation: This section of the exam measures the skills of Compensation and Benefits Managers and involves building and maintaining compensation frameworks. It includes defining eligibility rules, configuring compensation packages, salary plans, and allowance plans. Candidates must understand compensation defaulting, manage worker compensation events, and ensure alignment with organizational pay structures.
Topic 11	• 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 12	• 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 13	• 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 14	• 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 15	• 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 16	• 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.
Topic 17	• Staffing Models: This section of the exam measures the skills of Workday Functional Consultants and focuses on understanding staffing models used in Workday. It includes identifying the characteristics of position management and job management models, setting position restrictions, and applying them when creating positions. Candidates must understand how staffing models support workforce planning and organizational efficiency.

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

NEW QUESTION # 10
Your client wants to select a staffing model that will allow them to track the time to fill a position.
What staffing model should they use?

- A. Job Management
- B. A hybrid staffing model
- C. Position Management
- D. Customer-defined staffing model

Answer: C

Explanation:
The correct answer is C - Position Management.
In Workday, Position Management is the staffing model used when an organization needs to track headcount, vacancies, and time-to-fill for each position individually. Each position represents a distinct job slot that must be filled by a worker, providing clear visibility into when a position is open, filled, or closed.
This model is ideal for organizations that require detailed tracking of resource allocation, workforce planning, and recruiting metrics such as "time to fill". Because each position must exist before a hire can occur, Workday automatically records the date the position is opened and the date it is filled, allowing accurate reporting on recruitment cycle times.
In contrast, Job Management groups workers under jobs rather than individual positions and does not provide vacancy-level tracking, making it unsuitable for time-to-fill analysis.
Reference: Workday Pro HCM - Staffing Models and Position Management Guide, "Comparing Position Management and Job Management Models."

NEW QUESTION # 11
Scenario:
A new supervisory organization has been created. The staffing model has been assigned so that there is no limit on the number of jobs that are filled.
The organization is now ready for staffing. You want to limit the Worker Type and Locations that are available.
What business process accomplishes this?

- A. Edit Job
- B. Edit Position Restrictions
- C. Edit Position
- D. Edit Hiring Restrictions

Answer: D

Explanation:
The correct answer is D - Edit Hiring Restrictions.
In this scenario, the supervisory organization uses the Job Management staffing model ("no limit on the number of jobs"). Because

there are no discrete positions, you control staffing limits throughHiring Restrictionsrather than position-level restrictions.
TheEdit Hiring Restrictionstask allows administrators to specify criteria such as:
* Worker Type(Employee, Contingent Worker)
* Location
* Job Family / Job Profile
* Time Type(Full-time, Part-time)
This ensures that hiring aligns with organizational policy even when positions are not individually managed.
For organizations usingPosition Management, the corresponding task would beEdit Position Restrictions instead.
Reference:Workday Pro HCM -Hiring and Staffing Models Guide, "Using Hiring Restrictions in Job Management Organizations."

NEW QUESTION # 12

When hiring a worker, you want the HR Partner to receive a task to review and update the company and cost center assigned to the new hire. What action do you add to the Hire business process to accomplish this?

- **A. Change Organization Assignments**
- B. Review Employee Hire
- C. Edit Workday Account
- D. Onboarding Setup

Answer: A

Explanation:
To ensure the HR Partner reviews and updates a new hire'sCompanyandCost Center, you add theChange Organization Assignmentsaction step to theHirebusiness process.
This action allows the HR Partner (or assigned role) to validate and modify organizational assignments, such as Company, Cost Center, Region, or Location, before the Hire event is finalized. It is typically positioned after the Review Employee Hire stepto confirm that all organization-level data aligns with the new worker's role and supervisory org defaults.
Option A (Review Employee Hire) is a completion-type review step and does not update organization data.
Option B (Onboarding Setup) prepares onboarding tasks, not organizational details.
Option C (Edit Workday Account) deals with account credentials and system access.
Thus,Change Organization Assignmentsis the correct step for updating or confirming company and cost center information during the hiring process.
Reference (Paraphrased Source):
Workday Pro HCM Core - Business Process Configuration Guide (2023R2), Section: "Adding and Configuring Organization Assignment Steps in Staffing BPs."

NEW QUESTION # 13

Which staffing models are available for supervisory organizations?(Select two correct answers.)

- **A. Job Management**
- B. Headcount Management
- **C. Position Management**
- D. Customer Defined Staffing Model

Answer: A,C

Explanation:
The correct answers areC - Position ManagementandD - Job Management.
In Workday,supervisory organizationscan only use one of two delivered staffing models:
* Position Management: Each position is a distinct entity that must be created and approved before hiring. It supports detailed tracking of vacancies and headcount.
* Job Management: Hiring is managed at the job level, allowing multiple workers to be hired under a single job requisition without individual position control.
Workday doesnotdeliver "Headcount Management" or "Customer Defined Staffing Models"as valid options.
The staffing model is selected when creating or editing a supervisory organization and determines how headcount, hiring, and reporting are managed.
Reference:Workday Pro HCM -Staffing Models Overview, "Position Management vs. Job Management."

NEW QUESTION # 14

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

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

Answer: D

Explanation:

The correct answer isC - All Employees.

Workday delivers theAll Employeessecurity group as apredefined (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 asorganizational structure, reporting relationships, job profiles, and public worker details(like name, title, and location).

TheAll Employeesgroup 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 # 15

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