

Free Workday-Pro-HCM-Core Pdf Guide & Workday-Pro-HCM-Core Free Dumps



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

| Topic | Details |
|---------|---|
| Topic 1 | <ul style="list-style-type: none">• 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 2 | <ul style="list-style-type: none">• 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 3 | <ul style="list-style-type: none">• 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. |

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| Topic 4 | <ul style="list-style-type: none"> • 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 5 | <ul style="list-style-type: none"> • Scheduling Reports: This section of the exam measures the skills of Report Administrators and covers running, scheduling, and configuring reports with dynamic criteria. It emphasizes automation and time-based execution for reporting efficiency. |
| Topic 6 | <ul style="list-style-type: none"> • 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 7 | <ul style="list-style-type: none"> • 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 8 | <ul style="list-style-type: none"> • 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 9 | <ul style="list-style-type: none"> • 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 | <ul style="list-style-type: none"> • 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 11 | <ul style="list-style-type: none"> • 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 12 | <ul style="list-style-type: none"> • 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. |

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Workday Pro HCM Core Certification Exam Sample Questions (Q52-Q57):

NEW QUESTION # 52

What is a use case for a segment-based security group?

- A. HR partners need to be able to view documents but only those assigned to the Performance Review category.
- B. HR partners need to be able to run performance reports.
- C. HR partners need to be able to create performance review templates.
- D. HR partners need to be able to approve performance reviews.

Answer: A

Explanation:

The correct answer is D - HR partners need to be able to view documents but only those assigned to the Performance Review category.

Segment-based security groups are used in Workday to grant access to specific subsets of data within a domain, based on defined "segments" such as document category, location, or other defined dimensions.

Unlike role-based or organization-based groups, segment-based security provides fine-grained access control that limits visibility within a specific domain.

In this case, the HR partners should only be able to view documents categorized under "Performance Review", not all employee documents. A segment-based group is ideal here because it restricts access based on the document category segment defined in the Document Review domain.

Reference: Workday Pro HCM - Security Configuration and Management, "Segment-Based Security Groups" section.

NEW QUESTION # 53

An end user is creating a new cost center. What determines the values that the user can select in the subtype field?

- A. Subtypes that default based on the location of the cost center.
- B. Subtypes configured to be used for the Cost Center organization type.
- C. Subtypes that default based on the role of the end user.
- D. Subtypes that Workday recommends be used for the Cost Center organization type.

Answer: B

Explanation:

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

The values available in the Subtype field when creating a new Cost Center are determined by the subtypes configured for that specific organization type. Each organization type (e.g., Company, Cost Center, Region, or Supervisory) can have one or more associated subtypes that define additional categorization or behavior.

During configuration, administrators define which subtypes are valid for each organization type. Hence, when an end user creates a Cost Center, only the subtypes associated with the "Cost Center" organization type will appear in the selection list.

Options A, C, and D are incorrect because subtypes are not influenced by location, user role, or system recommendations - they are strictly defined in the configuration setup.

Reference (Paraphrased Source):

Workday Pro HCM Core - Organizations Configuration Guide (2023R2), Section: "Defining Organization Types and Subtypes."

NEW QUESTION # 54

You need to give a security group permission to access the Change My Photo task. You do not know what security policy houses the task.

What report could you run to determine the policy to which you need to assign the security group?

- A. View Security Group
- B. View Security for Securable Item
- C. View Pending Security Policy Changes
- D. View Security Groups for User

Answer: B

Explanation:

The correct report is View Security for Securable Item.

In Workday, each task, report, or domain is considered a securable item that is protected by one or more security policies. When an administrator needs to identify which policy governs access to a particular task- such as Change My Photo-they use the View Security for Securable Item report.

This report provides detailed insight into:

- * The domain or business process associated with the securable item,
- * The related security policies,
- * Which security groups currently have access, and
- * The permissions (view, modify, initiate, etc.) assigned.

Using this report helps determine the correct security domain to update when granting or revoking access.

Reference: Workday Pro HCM - Security Fundamentals, "Analyzing Access Using 'View Security for Securable Item'" section.

NEW QUESTION # 55

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. Create Condition Rule**
- C. Maintain Step Delay
- **D. Maintain Step Conditions**

Answer: B,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 # 56

You need to determine which tasks in your business process must occur after the completion step. What report will you run?

- A. Business Process Configuration Options
- B. Business Process Definitions for Business Object
- **C. Business Process Definitions**
- D. Business Process Compare

Answer: C

Explanation:

The correct report to determine which tasks occur after the Completion Step in a business process is the "Business Process Definitions" report.

In Workday, the Business Process Definitions report provides a comprehensive view of all steps, conditions, and routing rules configured within a specific business process definition. This includes identifying the sequence of steps, whether they occur before or after the completion step, and the associated responsible roles or security groups.

This report is critical for administrators and Workday Pro users to validate workflow sequencing, especially when troubleshooting process behavior or verifying compliance with organizational approval structures. Other reports, such as Business Process Definitions for Business Object, are broader and list all business processes tied to a given object, but they do not detail the post-completion steps.

Reference: Workday Pro HCM - Business Process Fundamentals, "Analyzing Business Process Definitions" section; Workday

NEW QUESTION # 57

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