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Workday Pro HCM Core Certification Exam Sample Questions (Q31-Q36):

NEW QUESTION # 31

You need to trigger compensation eligibility for a newly hired worker. What step type should you use?

- A. To Do
- B. Complete Questionnaire
- **C. Action**
- D. Service

Answer: C

Explanation:

In Workday, when you need to trigger system events or sub-actions, such as initiating compensation eligibility rules for a newly hired worker, you use the Action Step type. The Action step executes a system-defined function or event automatically, without requiring manual user intervention.

In this case, adding an Action Step to the Hire Business Process (BP) can initiate the "Request Compensation Change" or run the "Determine Eligibility" process to assess compensation plans and eligibility rules for the new employee. This ensures that the worker's pay components are properly configured based on eligibility criteria immediately upon hire completion.

Option A (Complete Questionnaire) is used to collect additional data; Option B (Service) is for integration or automated system services; and Option C (To Do) is used for manual informational or procedural tasks. Only Action Steps directly invoke system logic or secondary processes.

Reference (Paraphrased Source):

Workday Pro HCM Core - Business Process Configuration Guide (2023R2), Section: "Action Step Configuration and Functional Usage."

NEW QUESTION # 32

You want a report's results to display only workers located in Toronto and Montreal. What report configuration accomplishes this?

- A. Sub Level Sort
- **B. Filter**
- C. Share
- D. Sort

Answer: B

Explanation:

The correct answer is Filter.

In Workday reporting, filters are used to narrow down report results based on specific data criteria, such as location, supervisory organization, or worker type. By applying a filter condition to include only workers whose location equals Toronto or Montreal, the report output dynamically restricts data to meet those parameters.

Filters can be added to both custom and advanced reports and can include multiple conditions combined with logical operators (AND/OR). Unlike Sort (which arranges results in a specific order) or Share (which defines who can view or edit the report), a Filter directly controls which data rows appear in the report output, ensuring that only relevant workers are displayed.

Reference: Workday Pro HCM - Reporting Fundamentals, "Using Filters to Refine Report Results" section.

NEW QUESTION # 33

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

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

Answer: D

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 # 34

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

Answer: C

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 # 35

Which of these are examples of user-based security groups? (Select two correct answers.)

- A. HR Administrator
- B. Compensation Partner
- C. Managers
- D. Security Administrator

Answer: A,D

Explanation:

From the Workday Module 2 Binder:

"User-based security groups include roles such as Security Administrator and HR Administrator.

These are assigned directly to individual users and determine their access and capabilities within the tenant."

- Workday Module 2 Binder, Security Configuration Section

* User-Based Security Groups are directly assigned to specific users, rather than based on roles or job positions.

* Security Administrator and HR Administrator are classic examples - they're given to individual users based on need or access level.

* Compensation Partner and Managers are role-based security groups, which are tied to a worker's role within an organization, not directly to a user.

NEW QUESTION # 36

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