

# Workday Workday-Pro-HCM-Core Questions To Make Sure Results [2025]

## Workday Pro - HCM Core Certification Exam V2 (Latest Update 2025 / 2026) Questions with Answers | Grade A | 100% Correct (Verified Solutions)

### Question:

What type of step allows you to edit data before performing the approval?

- A. Approval
- B. Approval Chain
- C. Action - Review
- D. Service

### Answer:

C. Action - Review

### Question:

True or False? Workday does not consider a business process "Successfully Completed" until all steps in the process have executed

### Answer:

False

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## Exam

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### Workday Pro HCM Core Certification Exam Sample Questions (Q49-Q54):

#### NEW QUESTION # 49

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 # 50

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 # 51

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 # 52

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

#### Answer: D

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 # 53

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

**Answer: C**

Explanation:

To ensure the HR Partner reviews and updates a new hire's Company and Cost Center, you add the Change Organization Assignments action step to the Hire business 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 step to 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 Assignments is 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 # 54**

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He resides in Houston, Texas, with his wife and three children and enjoys Workday-Pro-HCM-Core reading and conquering steep learning curves, The Microsoft certification lifecycle is not always so closely tied to a product's lifecycle.

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