Workday.Workday-Pro-HCM-Core.v2026-04-15.q38

Exam Code:	Workday-Pro-HCM-Core
Exam Name:	Workday Pro HCM Core Certification Exam
Certification Provider:	Workday
Free Question Number:	38
Version:	v2026-04-15
# of views:	116
# of Questions views:	380
https://www.freeqas.com/qa/Workday/Workday-Pro-HCM-Core/Workday.Workday-Pro-HCM-Core.v2026-04-15.q38.html	

NEW QUESTION: 1
What action can you take after a business process completes?
A. Cancel
B. Reassign
C. Rescind
D. Delegate
Answer: C (LEAVE A REPLY)
After a business process completes in Workday, the valid corrective action that can be taken is toRescindthe process. TheRescindaction allows an authorized user (typically with HR Partner or BP Administrator access) to reverse the completed business process, effectively undoing the transaction and restoring the system to its prior state.
This is often used when incorrect data was entered, or when the transaction was completed prematurely.
Rescinding a process automatically generates related rescind events and notifications, ensuring system integrity.
Option A (Cancel) applies toin-progressbusiness processes only - it stops a process before completion.
Option B (Reassign) allows task ownership changes while a process is active but not after completion.
Option D (Delegate) is a security feature for work delegation, not a post-completion action.
Thus,Rescindis the only valid corrective action once a BP is finalized.
Reference (Paraphrased Source):
Workday Pro HCM Core - Business Process Framework and Transaction Correction Guide (2023R2), Section: "Rescind and Cancel Business Processes."

NEW QUESTION: 2

Your company would like to automatically increase pay after12 months of employment, butonly after 400 hours worked.
What configuration will achieve this oncompensation steps?
A. Set a progression rule that counts the number of hours worked.
B. Set a duration of 12 months.
C. Select theAssign First Step During Compensation Proposalcheckbox and set a progression rule that counts 12 months.
D. Set a duration of 12 months and a step progression rule that counts the number of hours worked.
Answer: D (LEAVE A REPLY)
Compensation steps in Workday are designed to support structured, automatic pay progression based ontime, service, or measurable criteria. To meet the requirement in this scenario, the configuration must enforcetwo separate conditionsbefore the employee progresses to the next step: completion of12 months of duration and accumulation of400 worked hours.
In Workday,durationdefines the minimum amount of time an employee must remain on a compensation step before becoming eligible for progression. Setting the duration to12 monthsensures the employee cannot advance earlier than one year of service. However, duration alone is insufficient when additional criteria- such as hours worked-must also be met.
This is wherestep progression rulesare used. A step progression rule allows administrators to define measurable thresholds, such as hours worked, that must be satisfied before progression occurs. By configuring a rule that counts400 hours worked, Workday ensures that employees who do not meet the hours requirement will not advance, even if they have completed 12 months.
Options A and B only configure one condition and do not satisfy the full requirement.
Option C applies to initial step assignment, not progression eligibility.
Therefore, combining a12-month durationwith astep progression rule based on hours workedis the correct and Workday-supported configuration, making option D the correct answer.

NEW QUESTION: 3
You have aseniority dynamic calculated planthat increases the amount of the plan everythree yearsof an employee's employment.
An employee reaches theirsixth anniversary.
What do you need to do to make sure this employee's plan updates with the new amount?
A. You need to set up a Compensation Plan Adjustment Process to evaluate and update anyone assigned to the plan.
B. You need to schedule a Mass Operation Management task to evaluate and update anyone assigned to the dynamic plan.

C. You do not need to do anything. Workday will check daily and automatically change the amount for the employee.
D. You need to create a custom audit report and submit a Request Compensation Change to update the amount.
Answer: C (LEAVE A REPLY)
Dynamic calculated compensation plans in Workday are designed toautomatically recalculate compensation amountsbased on predefined criteria, such asseniority, service dates, or anniversaries.
When a plan is configured as aseniority dynamic calculated plan, Workday continuously evaluates the employee's service milestones without requiring manual intervention.
In this scenario, the plan is configured to increase everythree years of employment. When the employee reaches theirsixth anniversary, the condition for the next increase is automatically met. Workday recalculates the plan amount based on the updated seniority value and applies the new amount accordingly.
There isno requirementto run a compensation adjustment process, mass operation, or manual compensation change. These tools are typically used for fixed or manual compensation updates, not for plans driven by dynamic calculations. Workday evaluates dynamic plans as part of its standard processing, ensuring values remain accurate over time.
Options A and B introduce unnecessary administrative effort and are not required for dynamic plans. Option D incorrectly assumes manual intervention is needed, which defeats the purpose of a dynamic calculated plan.
Therefore, no action is required-the system updates the amount automatically-making option C the correct answer.

NEW QUESTION: 4
What statement describes business process notification functionality?
A. You can only send custom notifications to internal employees.
B. You can use text and fields in the body of the notification message.
C. You can only select one status as the notification trigger.
D. You can create your own notification triggers.
Answer: B (LEAVE A REPLY)
Workday'sBusiness Process Notificationfunctionality enables administrators to configurecustom notificationsthat are automatically sent to users when specific BP events occur. The correct statement is that you can use text and fields in the body of the notification message(Option B).
Notification templates support the insertion ofbusiness process fields, allowing dynamic content such as worker names, event types, or effective dates to be automatically populated in the message. This helps personalize communications and provide clear, actionable context.

Option A is incorrect because notifications can be sent toboth internal users and external participants(such as vendors or contingent workers) if appropriately configured.
Option C is incorrect - you can configuremultiple status triggers(e.g., In Progress, Denied, Completed).
Option D is incorrect since notification triggers arepredefined by Workday, and while you can configure their messages and recipients, you cannot create entirely new trigger types.
Therefore, the main strength of this feature lies in itscustomizable content,dynamic field integration, and multi-status trigger support.
Reference (Paraphrased Source):
Workday Pro HCM Core - Business Process Configuration Guide (2023R2), Section: "Business Process Notifications," and "Custom Message Configuration."

NEW QUESTION: 5
What is theprimary purposeof assigning aCompensation Gradeto aJob Profile?
A. To establish employees' default compensation frequency
B. To determine employees' eligibility for bonus plans
C. To default the salary or hourly range for employees in that job
D. To set employees' target compensation amount
Answer: C (LEAVE A REPLY)
In Workday HCM,compensation gradesare a core component of thejob and grade framework, which belongs to organizational configuration rather than transactional staffing activities. The primary purpose of assigning a compensation grade to a job profile is todefine and default the appropriate pay range- minimum, midpoint, and maximum-for employees performing that job.
When a compensation grade is attached to a job profile, Workday uses the associatedgrade profiles(which may vary by location, currency, or frequency) to automatically determine thesalary or hourly rangeduring hire, job change, and compensation change events. This ensures consistency, internal equity, and alignment with market data across the organization.
Compensation grades donotcontrol compensation frequency, bonus eligibility, or target compensation amounts. Frequency is defined at the compensation plan level, bonus eligibility is governed by eligibility rules, and target compensation is typically managed through compensation plans and guidelines.
By separatingjob architecture (grades)fromtransactional compensation plans, Workday enables scalable global compensation structures that are easy to maintain and audit.
Therefore, the correct and primary purpose of assigning a compensation grade to a job profile is todefault the appropriate pay range, making optionC correct.

NEW QUESTION: 6
What is a Workday standard report?
A. An ad-hoc report for on-the-fly analytics

B. A delivered predefined report
C. A customized report for specific organizational needs
D. A report to export data for external analysis
Answer: B (LEAVE A REPLY)
AWorkday standard reportrefers to adelivered, predefined reportthat is built and maintained by Workday.
These reports are available out-of-the-box and are designed to support common and essential business processes and analytics across HCM, Finance, and other Workday modules. Users can run standard reports immediately without needing to create them from scratch, and they often serve as a base for custom reporting when further refinement or filtering is necessary.
Workday provides hundreds of these reports covering a broad range of functionality-examples include
"Employee Roster", "All Positions", "Business Process Transactions", etc. These reports are typicallydomain- secured, which means access to them is governed by user security and data access permissions.
As per the Workday Pro HCM Reporting Study Guide, standard reports are also known as "delivered reports" and often include pre-configured prompts and formatting that align with Workday best practices.
Workday Pro HCM -Reporting and Analytics Fundamentals, "Standard Reports Overview" section.

NEW QUESTION: 7
A recruiter is proposing compensation for a candidate during theOfferstage. The recruiter wants to change the home internet allowancefrom$50 AUD to $100 AUD, but is unable to do so.
Why is the recruiter unable to change the amount?
A. The allowance plan has theNo Overridecheckbox selected.
B. The candidate is not eligible for a plan profile.
C. The candidate is eligible for more than one allowance plan.
D. The allowance plan is not included in the compensation package.
Answer: A (LEAVE A REPLY)
In Workday, allowance plans include aNo Overrideconfiguration option that prevents users from manually changing the plan amount during staffing or compensation events. When this checkbox is selected, the plan amount is strictly controlled by the plan default or plan profile value.
Even if a recruiter has appropriate security and the candidate is eligible for the allowance, the presence ofNo Overrideenforces compensation governance and prevents deviations from defined policy.

Ineligibility would prevent the plan from appearing at all, and multiple plan profiles would cause defaulting issues-not override restrictions. If the plan were not included in the compensation package, it would not be visible.
Therefore, the recruiter cannot change the amount because theNo Overridecheckbox is selected, making optionAcorrect.

NEW QUESTION: 8
An allowance plan has adefault value of $100 USD. The plan has three profiles:
* $110 CAD - all Toronto employees are eligible
* €80 EUR - all Paris employees are eligible
* $120 AUD - all Sydney employees are eligible
When you hire an employee inDublin, Ireland, what amount does Workday default?
A. $0 USD
B. $100 USD
C. €0 EUR
D. €80 EUR
Answer: B (LEAVE A REPLY)
In Workday HCM,allowance plan profilesare used to localize compensation amounts for specific employee populations based on eligibility criteria such as location. When an employee meets the eligibility for a plan profile, Workday defaults the amount defined in that profile.
However, when an employee doesnotmeet the eligibility criteria for any existing plan profiles, Workday defaults to thebase default valuedefined on the allowance plan itself. In this scenario, the default value is
$100 USD, and the available profiles only apply to employees in Toronto, Paris, and Sydney.
Since the employee is being hired inDublin, Ireland, they do not qualify for any of the defined profiles. As a result, Workday applies the plan's default value rather than a profile-specific amount.
Workday does not automatically convert currencies or default to zero unless explicitly configured to do so.
Therefore, the default amount remains $100 USD.
Options A and C incorrectly assume that Workday defaults to zero, which is not standard behavior. Option D applies only to Paris employees.
Thus, the correct answer is$100 USD, making option B correct.

NEW QUESTION: 9
A company pays its employees amonthly allowance. Plan targets are dependent onplan profile eligibility rules. There are100 different plan profiles, each with a specific target amount for the eligible population.
Sample eligibility criteria include:

* Job Family = Human Resources # $50 USD
* Job Family = Sales # $70 USD
* Job Family and Country = Human Resources / Australia # $78 AUD
* Job Family and Country = Sales / Australia # $110 AUD

A compensation administrator changes theeligibility rulefor theSales / Australiaplan profile and removes Sales employees.

What impact will changing this eligibility rule have?

A. A system error will persist.

B. Any Australian employee will have an allowance automatically added during a job change, and Sales employees will have their allowance automatically removed during a job change.

C. All Australian employees will automatically be enrolled in the plan.

D. Sales employees will automatically be removed from the plan.

Answer: D (LEAVE A REPLY)

In Workday,plan profile eligibility rulescontrol which employees qualify for a compensation planduring evaluation events, such as Hire, Job Change, or Compensation Change. When eligibility rules are updated, Workday doesnot immediately retroactively remove compensation. Instead, the system evaluates eligibility at thenext compensation-related business process.

In this scenario, Sales employees were explicitly removed from theSales / Australiaplan profile eligibility. As a result, those employees no longer qualify for the allowance. During the next eligible event-such as a job change or compensation review-Workday will automaticallyremove the allowancefrom employees who no longer meet the eligibility criteria.

Workday does not generate system errors due to eligibility rule changes, nor does it automatically enroll unrelated populations. Additionally, allowances are not mass-added or removed immediately without a triggering event unless a mass operation is run.

Therefore, the correct outcome is thatSales employees will automatically be removed from the plan, making optionDcorrect.

NEW QUESTION: 10

You are creating a new security group to allow users responsible for security oversight to runSecurity reports across all organizations.

What type of security group should you create?

A. Rule-based

B. Segment-based

C. Role-based (Constrained)

D. User-based

Answer: D (LEAVE A REPLY)

The correct answer isD - User-based.

User-based security groupsare manually assigned to specific users and are typically used foradministrative or audit-level access. They can be configured asunconstrained, granting full visibility across all organizations and data in the tenant.
For users responsible forsecurity oversight or auditing, auser-based group(such asSecurity Administratoror Security Auditor) is appropriate. This group can be assigned to the necessarydomain and business process security policiesthat control access tosecurity reportsand configuration data.
Other group types (e.g., role-based or segment-based) depend on organizational context and cannot provide unrestricted system-wide visibility, making a user-based group the correct option for full security monitoring.
Reference:Workday Pro HCM -Security Administration and Oversight, "User-Based Security Groups for Security Auditors and Administrators" section.

NEW QUESTION: 11
What options are available when configuring a business process notification?
A. Sender based on Workday Account
B. On exit
C. Trigger on In Progress
D. Recipient based on Workday Account
Answer: (SHOW ANSWER)
When configuringBusiness Process Notificationsin Workday, administrators can define therecipientbased on a specificWorkday Account. This allows precise targeting of individuals or security groups (e.g., HR Partner, Manager, or specific role-based accounts) who should receive the notification.
Option D is correct because"Recipient based on Workday Account"ensures the system routes the notification to the appropriate user or group dynamically, based on the context of the business event. This is essential for process transparency and timely action.
Option A (Sender based on Workday Account) is incorrect - the sender is system-defined ("Workday Notification"), not configurable by user account.
Option B (On exit) and Option C (Trigger on In Progress) are not valid notification configuration options; triggers are defined by processstatus changessuch as "Awaiting Action," "Completed," or "Denied." Reference (Paraphrased Source):
Workday Pro HCM Core - Business Process Configuration Guide (2023R2), Section: "Business Process Notifications and Recipient Configuration."

NEW QUESTION: 12
WhatJob Profilefield allows you to default the appropriatesalary rangeduring staffing events?
A. Restrict to Country
B. Job Code
C. Compensation Grade

D. Job Classification

Answer: C (LEAVE A REPLY)

The correct answer isC - Compensation Grade.

In Workday, theCompensation Gradefield within theJob Profileconfiguration defines thedefault salary range or pay rangefor that profile. When a worker is hired, transferred, or promoted into a job that references a compensation grade, Workday automatically defaults the associatedminimum, midpoint, and maximum pay rangesinto the staffing or compensation event.

TheCompensation Gradeis typically tied toCompensation Grade Profiles, which further refine pay ranges based on factors such aslocation, job level, or eligibility rules. This ensures pay consistency and compliance with internal compensation structures.

Other fields such asJob CodeorJob Classificationare used primarily for external reporting or regulatory mapping (e.g., EEO, SOC codes) and do not control compensation defaults.

Reference:Workday Pro HCM -Compensation Configuration and Job Profiles Guide, "Using Compensation Grades to Default Pay Ranges During Staffing Events."

NEW QUESTION: 13

Employees in Italy receive an additional2.9 months of base pay each yearcompared to other employees.

What base pay plan accommodates this structure in Workday?

A. Period salary plan

B. Hourly plan

C. Unit salary plan

D. Salary plan

Answer: (SHOW ANSWER)

In Workday HCM,period salary plansare specifically designed to support compensation structures where base pay is distributed over a defined number of periods that may not align with standard monthly or annual salary conventions. This is particularly important for countries such as Italy, where statutory or customary compensation practices includeadditional salary payments, often referred to as the13thand14th month salaries. These additional payments result in employees receiving more than 12 months of pay within a year.

A period salary plan allows organizations to define thenumber of salary periods per year, such as 12, 13,

14, or other values like 14.9, without altering the employee's annualized base pay. This ensures compliance with local labor laws while maintaining consistent reporting, budgeting, and payroll calculations. Workday then prorates or distributes the annual amount appropriately across the defined periods.

Other plan types do not support this requirement. Asalary planassumes a standard annual salary without accommodating extra pay periods.Hourly plansare designed for workers

paid based on time worked, andunit salary plansare used when pay is based on output or units produced, neither of which align with Italy's statutory base pay structure.
Therefore, aperiod salary planis the correct and Workday-recommended solution for handling additional months of base pay in countries with localized pay practices, making option A the correct answer.

NEW QUESTION: 14
What is theadvantage of using default compensation for requisition compensation?
A. Default compensation enables the establishment of compensation guidelines, plans, and plan amounts on a position.
B. Every applicant hired using the same job requisition receivesconsistent compensation values.
C. You can view the eligible plans when proposing compensation using the By Compensation Package and Rule options.
D. Every employee hired into that position receives the same compensation values.
Answer: B (LEAVE A REPLY)
Default compensation on ajob requisitionallows organizations to predefine compensation plans and values that automatically flow into theOfferevent. The primary advantage isconsistency-every candidate hired from the same requisition starts with the same baseline compensation configuration.
This ensures fairness, reduces recruiter error, and accelerates the offer process by minimizing manual data entry. Default compensation on requisitions is especially valuable when hiring multiple candidates for the same role, location, and level.
Position-based compensation is configured separately and applies regardless of requisition. Viewing eligible plans is unrelated to default compensation. While employees hired into a position may share compensation, requisition defaulting specifically governsapplicant and offer behavior.
Therefore, optionBis the correct answer.

NEW QUESTION: 15
An employee istransferring from one supervisory organization to anotherand is subject to acompensation change.
Whatcompensation business processwill theChange Jobtransaction trigger?
A. Request Compensation Change
B. Propose Compensation Offer
C. Propose Compensation Hire
D. Propose Compensation Change
Answer: D (LEAVE A REPLY)
When aChange Jobevent includes a compensation impact, Workday triggers thePropose Compensation Changesubprocess. This subprocess allows users to review and update compensation plans, amounts, and guidelines as part of the job change.

Request Compensation Change is a standalone process used when compensation changes occurwithouta job change. Propose Compensation Offer and Propose Compensation Hire are tied to recruiting and hiring events, not internal transfers.
The Propose Compensation Change process ensures that compensation updates are evaluated with proper eligibility rules, guidelines, approvals, and audit tracking within the context of the job change.
Therefore, optionDis the correct answer.

NEW QUESTION: 16
What is the step in a business process that allows users to edit and approve the information submitted by the initiator of the business process?
A. Review step
B. Consolidated Approval step
C. Approval step
D. Integration step
Answer: A (LEAVE A REPLY)
In Workday, theReview Stepwithin a business process is specifically designed to enable a user toreview, edit, and approveinformation that was submitted by the initiator. This step allows designated participants to view the transaction details, make permissible edits, and approve or send it back for correction. It serves as an intermediate checkpoint before final approval or completion, ensuring data accuracy and compliance with policy.
By contrast, theApproval Step(Option C) only permits approval or denial - it does not allow data modification. TheConsolidated Approval Step(Option B) groups multiple approval steps for simplification but also lacks edit functionality. TheIntegration Step(Option D) is used for system integrations and automated data transfers, not for user data review.
Thus, theReview Stepuniquely provides both review and edit capabilities, which makes it ideal for validating and refining information early in the process lifecycle.
Reference (Paraphrased Source):
Workday Pro HCM Core - Business Process Configuration Guide (2023R2) - Section: "Step Types and Participant Actions" and "Review Step Configuration."

NEW QUESTION: 17

What report allows you to view compensation components that a worker is:

* Assigned and eligible for
* Unassigned and eligible for
* Assigned and ineligible for?

A. Compensation Summary

B. Employee Compensation Details by Job Profile

C. Employee Compensation Audit

D. Compensation Rule Assignment

Answer: C (LEAVE A REPLY)

TheEmployee Compensation Auditreport is the primary Workday-delivered report designed to analyze the relationship betweencompensation eligibility rulesandactual plan assignments. It explicitly categorizes compensation components into three critical groupings:

* Assigned Eligible Compensation Components
* Unassigned Eligible Compensation Components
* Assigned Ineligible Compensation Components

This makes the report uniquely suited for identifying configuration gaps, data integrity issues, and compliance risks. Compensation administrators commonly use this report to validate allowance, bonus, and salary plan assignments after eligibility rule changes, organizational updates, or mass events.

Other reports do not provide this level of eligibility comparison. Compensation Summary focuses on current compensation amounts only. Employee Compensation Details by Job Profile provides structural views without eligibility analysis. Compensation Rule Assignment lists rules, not worker-level assignment outcomes.

Therefore, the correct answer isEmployee Compensation Audit, making optionCcorrect.

NEW QUESTION: 18

A company needs a$500 monthly car allowance, paid as aflat amount, for employees in theSales job family only.

How should you configure this allowance plan?

A. Create a percent-based allowance plan and calculate $500 from base pay. Create an eligibility rule for the Sales job family.

B. Create anamount-based allowance plan, specifying $500 with a monthly frequency. Create an eligibility rule for the Sales job family.

C. Create a reimbursable allowance plan with a $500 reimbursement limit and Sales eligibility.

D. Create a unit-based allowance plan with units totaling $500 monthly and Sales eligibility.

Answer: B (LEAVE A REPLY)

In Workday,amount-based allowance plansare used when a fixed monetary value is paid on a recurring basis, independent of base pay, units worked, or expenses incurred. Since

the requirement is aflat $500 monthly allowance, an amount-based allowance plan is the most appropriate and straightforward configuration.
This plan type allows administrators to define:
* Afixed amount($500)
* Apayment frequency(monthly)
* Aneligibility rulelimiting the plan to employees in theSales job family Percent-based plans fluctuate with base pay and are not suitable for flat allowances. Reimbursable plans are used for expense reimbursement and require submitted expenses. Unit-based plans are intended for variable, output-driven compensation and would unnecessarily complicate the configuration.
By combining anamount-based allowance planwith aSales job family eligibility rule, Workday ensures that only eligible employees receive the allowance and that it is paid consistently through payroll.
Therefore, optionBis the correct and Workday-recommended solution.

NEW QUESTION: 19
What HR organization type is required for every worker?
A. Supervisory
B. Matrix
C. Cost Center
D. Company
Answer: A (LEAVE A REPLY)
Comprehensive and Detailed Explanation (Paraphrased from Workday Pro HCM Core - Organizations and Staffing Structure Guide, 2023R2):
In Workday, every workermust belong to exactly one Supervisory Organization.
TheSupervisory Organizationdefines 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 onlySupervisory Organizationsare 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: 20

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 Supervisory Organization
B. Create Position
C. Edit Name/Code
D. Assign Roles
Answer: A ([LEAVE A REPLY])
Comprehensive and Detailed Explanation (Paraphrased from Workday Pro HCM Core - Organizations Configuration Guide, 2023R2):
To have theCompany Organizationautomatically default when hiring workers into a supervisory organization, you must update the organization settings through theEdit Supervisory Organizationtask.
This task allows you to definedefault organization assignments, includingCompany,Cost Center,Region, andCustom Organizations. Once these defaults are set, Workday automatically populates these values during staffing events such asHireorAdd 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 Organizationis 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: 21
An employee who works inMexico Cityhas agrade profileassigned with the following setup:
* Grade:7
* Base Pay Elements:Base Pay, 13th Month
* Eligibility Rules:Location - Mexico City
* Currency:MXN
* Frequency:Annual
Total Base Pay Range:
* Minimum: 700,000 MXN
* Midpoint: 1,250,000 MXN
* Maximum: 1,800,000 MXN
You need to include afamily allowanceinMexico employees' total base pay.
How will you achieve this?
A. Create a compensation element group with the family allowance for reporting purposes only.

B. Use the Put Eligible Earnings Override EIB to include the family allowance amount.
C. Create a custom compensation basis for Mexico employees and include the family allowance plan.
D. Update theBase Pay Elementsfield on the Mexico grade profiles to include the family allowance compensation element.
Answer: (SHOW ANSWER)
In Workday HCM,grade profilesdefine how total base pay is calculated and evaluated for employees by specifying whichcompensation elementsare included in the base pay range. TheBase Pay Elementsfield on the grade profile is the authoritative configuration that determines which compensation elements contribute to total base pay minimums, midpoints, and maximums.
In this scenario, Mexico employees already have a grade profile that includesBase Payand13th Month compensation elements. To ensure thefamily allowanceis included in total base pay-and therefore considered when validating pay ranges and equity-the family allowance compensation element must be explicitly added to theBase Pay Elementsfield on the Mexico grade profiles.
Compensation element groups are used primarily for reporting and do not affect how base pay is calculated.
EIBs are data load tools and do not control structural compensation logic. Compensation bases are used for plan calculations and eligibility, not for defining what counts toward base pay in a grade profile.
By updating the Base Pay Elements field, Workday automatically includes the family allowance in base pay comparisons, validations, and reporting for Mexico employees. This is the correct and Workday-supported approach.

NEW QUESTION: 22
Your client wants to select a staffing model that will allow them totrack the time to fill a position.
What staffing model should they use?
A. A hybrid staffing model
B. Position Management
C. Customer-defined staffing model
D. Job Management
Answer: (SHOW ANSWER)

NEW QUESTION: 23
You need to create acar allowance plan. In order for your compensation plan to be paid by payroll, you determine that you need to create acompensation element.
Which steps should an administrator follow to set up the compensation element?
A. UseMaintain Compensation Elementsto create the new element, then add the element to allowance plans underEdit Tenant Setup - HCM.

B. UseMaintain Compensation Element Groupsto create the new element, then add the element to allowance plans underEdit Tenant Setup - HCM.
C. UseMaintain Compensation Element Groupsto create the new element, then create the car allowance plan with the element.
D. UseMaintain Compensation Elementsto create the new element, then create the car allowance plan with the element.
Answer: (SHOW ANSWER)
Compensation elements in Workday serve as thecritical integration point between HCM compensation plans and Payroll earnings. To ensure that a car allowance plan is paid correctly through payroll, the compensation element must be createdbeforeit can be assigned to the allowance plan.
The correct process begins with theMaintain Compensation Elementstask, which is used to define the element itself, including its payroll characteristics and earning behavior. Once the compensation element is created, it can then be selected directly when creating thecar allowance plan, ensuring that the allowance is properly mapped to payroll.
Compensation Element Groups are used only to logically organize elements and do not create elements themselves. Additionally, administrators do not need to manually add elements to allowance plans through Edit Tenant Setup. Instead, elements are associated directly at the plan level during plan creation or configuration.
Options A, B, and C introduce unnecessary or incorrect steps that are not supported by Workday configuration best practices.
Therefore, the correct and efficient approach is tocreate the compensation element first using Maintain Compensation Elements, then create the allowance plan with that element, making option D the correct answer.

NEW QUESTION: 24
Amobile allowance planhas a target amount of$150 per month. The new target amount will be$200 per monthfor employees using the plan.
Employees who currently have anoverride amountshouldretain their existing difference.
How will you update the plan target while maintaining current differences?
A. Use the Remove Compensation Plan process and roll out the new plan to all eligible workers.
B. Use theSet Up Allowance Plan Adjustmenttask and selectAdjust to New Defaults for Employees Using Override.
C. Change the allowance plan amount and roll out the plan to all eligible workers.
D. Use theSet Up Allowance Plan Adjustmenttask and selectAdjust by Same Amounts for Employees Using Override.
Answer: D (LEAVE A REPLY)
In Workday, when updating allowance plan target amounts, administrators must carefully manage how the change impacts employees who are assignedoverride amounts.

Overrides represent intentional deviations from the plan default, and preserving those differences is often a business requirement.
TheSet Up Allowance Plan Adjustmenttask provides specific options for handling overrides. The option Adjust by Same Amounts for Employees Using Overrideincreases each employee's allowance by thesame deltaas the change to the plan default. In this scenario, the default increases from $150 to $200, a difference of
$50. Employees with override amounts will also receive a $50 increase, thereby preserving their original variance from the default.
SelectingAdjust to New Defaultswould eliminate the override difference by resetting employees to the new default amount, which contradicts the requirement. Removing or re-rolling out the plan introduces unnecessary disruption and risk.
Therefore, the correct approach is to use theSet Up Allowance Plan Adjustmenttask and selectAdjust by Same Amounts for Employees Using Override, making optionDcorrect.

NEW QUESTION: 25
A company has severalconfigurable compensation basesestablished in their system:
* Total Cost (India):Qualifies Indian employees and includes all salary plans, period salary plans, allowance plans, bonus plans, and retirement savings plans. Only 50% of total compensation can be used toward salary plans.
* Total Compensation Non-Sales:Qualifies all full-time employees not in sales and includes all salary plans, allowance plans, bonus plans, and calculated plans.
* Total Compensation Sales:Qualifies all full-time sales employees and includes all salary plans, allowance plans, and commission plans.
* Total Pay (Mexico):Qualifies Mexican employees and includes all salary plans, period salary plans, and allowance plans.
* Salary and Seniority:Qualifies all employees and includes all salary plans and a specific seniority calculated plan.
Compensation Basis Ranking:
* 20 - Total Compensation Non-Sales
* 30 - Total Compensation Sales
* 40 - Total Pay (Mexico)
* Salary and Seniority is unranked
You have afull-time support analystwho works inMexico City.
What compensation basis will be this employee'sprimary compensation basis?
A. Salary and Seniority
B. Total Compensation Sales
C. Total Pay (Mexico)
D. Total Compensation Non-Sales
Answer: (SHOW ANSWER)
In Workday, when multipleconfigurable compensation basesqualify for an employee, the system determines theprimary compensation basisusingranking precedence. The

compensation basis with thelowest numerical rankingtakes priority, provided the employee meets its eligibility criteria. Unranked compensation bases are only used when no ranked bases apply.
In this scenario, the employee is:
* Full-time
* Not in sales
* Located in Mexico
Based on eligibility:
* Total Compensation Non-Salesapplies (full-time, non-sales).
* Total Pay (Mexico)applies (Mexican employees).
* Salary and Seniorityapplies (all employees).
Among these,Total Compensation Non-Saleshas thehighest prioritybecause it has thelowest ranking value (20). Although Total Pay (Mexico) is country-specific, its ranking (40) gives it lower precedence. Salary and Seniority is unranked and therefore only applies if no ranked basis qualifies, which is not the case here.
Workday's compensation basis evaluation logic always selects thehighest-ranked (lowest number) qualifying basisas the primary basis for compensation calculations and validations.
Therefore, the correct answer isTotal Compensation Non-Sales.

NEW QUESTION: 26
A company wants to create a compensation basis for their sales team. This basis should include:
Base salary
Monthly commission earnings
Quarterly bonus plan
How should they configure this compensation basis?
A. Create a configurable compensation basis, including salary, commission, and bonus plans.
B. Define a new compensation grade and assign the relevant compensation plans.
C. Create a calculated compensation basis, including salary, commission, and bonus plans.
D. Use the Total Salary and Allowances compensation basis and add the bonus plan.
Answer: (SHOW ANSWER)
In Workday, a configurable compensation basis is used when an organization needs to group multiple compensation plans-such as salary, commission, and bonus-for purposes of calculation, validation, guidelines, and reporting. This type of basis allows administrators to explicitly select which compensation plans are included and define how they interact.
For a sales team, compensation commonly consists of base salary, variable commission earnings, and incentive or bonus plans. A configurable compensation basis is the only option that supports combining these different plan types into a single, controlled

compensation framework. It also allows ranking, eligibility rules, and advanced controls such as Manage Basis Total.
Compensation grades define pay ranges and are not used to aggregate compensation components. Calculated compensation bases derive values from formulas and are not appropriate when simply grouping plans. The delivered Total Salary and Allowances basis does not include commission plans and cannot be extended to meet this requirement.
Therefore, creating a configurable compensation basis that includes salary, commission, and bonus plans is the correct and Workday-recommended solution, making option A correct.

NEW QUESTION: 27
A consultant is configuringplan eligibilityusingorganizational membershipandjob familyasinclusive qualifying factors.
* 5 employees meet thejob familycriterion
* 50 employees meet theorganizationcriterion
Rules must be executed withoptimal performance.
How does this requirement impact the design of the rule?
A. Organizational membership will precede job family.
B. The consultant will remove the job family criterion.
C. Eligibility is sequenced automatically.
D. Job family will precede organizational membership.
Answer: (SHOW ANSWER)
In Workday, eligibility rules are evaluatedsequentially, andperformance optimizationis achieved by placing themost restrictive condition first. This minimizes the number of records evaluated in subsequent conditions.
In this scenario:
* Only5 employeesmeet the job family criterion
* 50 employeesmeet the organization criterion
To optimize performance, the rule should first evaluatejob family, which immediately narrows the population to a smaller subset. The organization criterion is then evaluated against this reduced population.
Placing organizational membership first would cause unnecessary evaluation of a much larger group, negatively impacting performance. Workday does not automatically sequence eligibility conditions, and removing criteria would violate the business requirement.
Therefore,job family should precede organizational membership, making optionDcorrect.

NEW QUESTION: 28
What task allows you to edit the staffing model for multiple supervisory organizations at one time?
A. Edit Staffing Model
B. Supervisory Orgs by Staffing Model

C. Maintain Staffing Models
D. Create Supervisory Organizations
Answer: (SHOW ANSWER)
The correct answer isC - Maintain Staffing Models.
In Workday, theMaintain Staffing Modelstask enables administrators toupdate or modify the staffing model assignments for multiple supervisory organizations simultaneously.This task provides a consolidated interface to review which organizations usePosition ManagementorJob Management, and allows bulk updates where necessary.
While theEdit Staffing Modeltask is used to change the staffing model for a single supervisory organization, Maintain Staffing Modelsis the correct and efficient method for multi-org updates-especially during tenant configuration or large-scale reorganizations.
Reference:Workday Pro HCM -Staffing Model Configuration Guide, "Maintain Staffing Models - Bulk Updates Across Organizations."

NEW QUESTION: 29
You are updating a business process and need to exclude the initiator from completing a step. What task do you use?
A. Maintain Step Conditions
B. Maintain Step Help-Text
C. Maintain Advanced Routing
D. Maintain Step Delay
Answer: C (LEAVE A REPLY)
When configuring a business process, if the requirement is toexclude the initiator from completing a step, the correct configuration point is withinMaintain Advanced Routing. This task allows administrators to control and customizerouting restrictionsand participant logic for each step.
Using theMaintain Advanced Routingtask, 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: 30

An employee istransferring from one supervisory organization to anotherand is subject to acompensation change.

Whatcompensation business processwill theChange Jobtransaction trigger?

A. Propose Compensation Offer

B. Propose Compensation Change

C. Request Compensation Change

D. Propose Compensation Hire

Answer: (SHOW ANSWER)

When aChange Jobevent includes a compensation impact, Workday triggers thePropose Compensation Changesubprocess. This subprocess allows users to review and update compensation plans, amounts, and guidelines as part of the job change.

Request Compensation Change is a standalone process used when compensation changes occurwithouta job change. Propose Compensation Offer and Propose Compensation Hire are tied to recruiting and hiring events, not internal transfers.

The Propose Compensation Change process ensures that compensation updates are evaluated with proper eligibility rules, guidelines, approvals, and audit tracking within the context of the job change.

Therefore, optionDis the correct answer.

NEW QUESTION: 31

You are configuring the Job Change business process. You need to determine whether to send a step to the current manager or the proposed manager.

What option can you use?

A. Maintain Advanced Routing Restriction

B. Validation Condition rule

C. Routing Modifier

D. Entry Condition rule

Answer: C (LEAVE A REPLY)

The correct option is Routing Modifier.

In Workday, Routing Modifiers are used to dynamically adjust the routing of approval or review steps within a business process based on contextual changes, such as whether a worker's supervisory organization or manager is changing. This configuration allows the system to intelligently determine whether the approval or notification step should go to the current manager (before the change) or the proposed manager (after the change).

For example, in the Job Change business process, when an employee is transferring to a new organization or manager, a routing modifier ensures that pre-transfer approvals route to the current manager, while post- transfer approvals route to the new (proposed) manager. This ensures accurate accountability and process flow alignment.

Reference: Workday Pro HCM - Business Process Configuration and Routing, "Using Routing Modifiers in Business Processes" section.

NEW QUESTION: 32
You need to trigger compensation eligibility for a newly hired worker. What step type should you use?
A. Complete Questionnaire
B. Service
C. To Do
D. Action
Answer: D (LEAVE A REPLY)
In Workday, when you need totrigger system events or sub-actions, such as initiatingcompensation eligibility rules for a newly hired worker, you use theAction Steptype. The Action step executes a system- defined function or event automatically, without requiring manual user intervention.
In this case, adding anAction Stepto 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 Stepsdirectly 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: 33
How can a user become a member of an organization-based security group?(Select two correct answers.)
A. The user is located in London, Paris, and Rome.
B. The user is a member of the Europe Location Hierarchy.

C. The user is a member of the Information Technology cost center hierarchy.
D. The user is a member of the Human Resources job family.
Answer: (SHOW ANSWER)
The correct answers areBandC.
Organization-based security groupsderive membership automatically from an organizational structure in Workday-such assupervisory,cost center,region, orlocation hierarchies. Users are included in the group based on their association with that organization or hierarchy.
* B.If a user is part of theEurope Location Hierarchy, they automatically gain access assigned to that organization-based security group.
* C.Similarly, users belonging to theInformation Technology cost center hierarchyare included in the corresponding cost center-based security group.
OptionsAandDare incorrect because location membership alone (without organizational hierarchy) or job family assignment does not control membership in an organization-based group.
Reference:Workday Pro HCM -Security Fundamentals, "Organization-Based Security Groups and Derived Membership" section.

NEW QUESTION: 34
A manager proposes compensation for an employee and can only assign thecar allowance. When the compensation partnerapproves the change, they can assignany allowance planconfigured in the tenant, even if the employee isnot eligiblefor those plans. Whatsecurity domainallows the compensation partner to assign allowance plans the employee is not eligible for?
A. Worker Data: Compensation for Managers
B. Select Any Compensation Package
C. Compensation Change: Guidelines
D. Worker Data: Compensation Plan Type
Answer: D (LEAVE A REPLY)
In Workday, the ability to assign compensation plans-regardless of employee eligibility-is controlled by security domains, not by business process steps or guidelines. TheWorker Data: Compensation Plan Type security domain governs access to specific types of compensation plans, such as allowance plans, salary plans, or one-time payments.
When a user (such as a compensation partner) has broader access through this domain, they canassign compensation plans even when eligibility rules are not met. This is commonly granted to advanced compensation roles to allow exceptions, corrections, or special cases during approvals.
Manager roles are typically restricted by eligibility, which is why the manager can only assign the car allowance. The compensation partner's elevated security allows them to override eligibility.

The "Select Any Compensation Package" option controls package selection, not plan-level overrides.
Guidelines and manager domains do not grant override capability.
Therefore, the correct security domain isWorker Data: Compensation Plan Type, making optionDcorrect.

NEW QUESTION: 35
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. Onboarding Setup
C. Edit Workday Account
D. Change Organization Assignments
Answer: D (LEAVE A REPLY)
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: 36
A customer creates a new supervisory organization to inherit attributes from an existing supervisory organization. Which attributes will be inherited from the superior organization to the subordinate organization? (Select three correct answers.)
A. Visibility
B. Organization Assignments
C. Subtype
D. Staffing Model
E. Name
Answer: A,B,D (LEAVE A REPLY)

Comprehensive and Detailed Explanation (Paraphrased from Workday Pro HCM Core - Organizations Configuration Guide 2023R2):
When creating anew supervisory organization, Workday allows the subordinate organization toinherit key structural and configuration attributesfrom its superior organization. These inherited elements include:
* Visibility (A):Determines who can view the organization and its members, inherited to maintain consistent access control.
* Organization Assignments (B):Such as company, cost center, region, and custom organizations, ensuring hierarchical alignment.
* Staffing Model (D):The staffing model (Position Management or Job Management) is inherited to ensure consistency in hiring and staffing control.
Subtype (C)andName (E)are not inherited; they must be defined at the time of creation. Subtype determines the organization's classification, while the name uniquely identifies it.
Reference (Paraphrased Source):
Workday Pro HCM Core - Organizations and Hierarchy Configuration Guide (2023R2), Section: "Creating Subordinate Supervisory Organizations."
"Subordinate supervisory organizations inherit configuration from their superior supervisory organization, including attributes such as the staffing model, organization assignments, and visibility settings. This ensures consistency and reduces administrative overhead."
- Workday Module 2 Binder, Supervisory Organizations Section

NEW QUESTION: 37
You create anew bonus planto replace an existing bonus plan.
How can youeasily remove the existing bonus plan from all employees?
A. Use theRemove Compensation Plans from Employeestask and select a compensation eligibility rule that identifies employees assigned to the plan.
B. Use the Change Job task to remove employees from the existing plan.
C. Edit the bonus plan with an appropriate effective date and mark the plan as Inactive.
D. Use the Request Bonus Payment web service to remove employees from the existing plan.
Answer: A ([LEAVE A REPLY])
Workday provides theRemove Compensation Plans from Employeestask as the most efficient and scalable method for removing an existing compensation plan from a large population. This task allows administrators to select acompensation eligibility rulethat identifies all employees currently assigned to the plan and remove it in bulk.
Marking a plan asInactiveonly prevents future assignments; it doesnot removethe plan from employees who are already assigned. Using Change Job events would require individual transactions and is not operationally efficient. The Request Bonus Payment web service is used for issuing bonus payments, not removing bonus plan assignments.
The removal task ensures:
* Clean and auditable removal

* No unintended job or worker data changes
* Correct end-dating of plan assignments
Therefore, optionAis the correct and Workday-recommended approach.

NEW QUESTION: 38

You created a newone-time payment planand enabled employees to request payments for themselves.

During testing, you notice that an existingcustom validationfor theRequest One-Time Paymentbusiness process also applies to theRequest One-Time Payment for Selfprocess.

How can you ensure these validationsdo not runfor employees requesting one-time payments for themselves?

A. Remove Employee as Self from the Worker Data: Request One-Time Payment security domain.

B. Use Configure Optional Fields for Request One-Time Payment for Self to exclude the fields triggering the validations.

C. UseMaintain Custom Validationsand use theOne-Time Payment Event for Selffield to exclude these event types.

D. Use Maintain Custom Validations and add new validations that apply only to employee self-requests.

Answer: (SHOW ANSWER)

In Workday,custom validationsare evaluated based onbusiness process context, including theevent typethat triggered the process. The Request One-Time Payment and Request One-Time Payment for Self are separate event types, even though they share similar functionality.

To prevent existing validations from running for employee self-service requests, administrators mustexplicitly exclude the self-service event typewithin the validation logic.

This is done using theMaintain Custom Validationstask, where conditions can be added to evaluate theOne-Time Payment Event for Selffield.

Security changes are not appropriate because the requirement is to allow the process but exclude validations.

Optional field configuration does not control validation execution. Creating additional validations does not stop existing ones from firing.

By excluding theOne-Time Payment Event for Selfevent type within the validation, Workday ensures validations continue to apply to administrator-initiated requests but not to employee self-service requests.

Therefore, optionCis the correct and Workday-supported solution.