1.	You create a new Division record for an engineering division that will be starting next month. You also identify a person as the Head of the division. When you access the Division Head's job information via History > Edit, the new division does not appear in the drop down list of divisions. Why does it NOT appear?	The Division record is NOT active at the start of the Division Head's job information record
2.	Where can you configure an event handler for a query in the UI Designer?	Controller
3.	Scenario: An organization wants to automatically assign a reason when an employee's job function changes from "Sales" to "Marketing". Which tool in SAP SuccessFactors facilitates this?	Event Derivation Rule Builder
4.	What is the effect of the business rule shown in the screenshot?	If there is no change in the annual salary of an employee, set the event reason as DATACHG. If there is decrease in the annual salary of an employee, set the event reason as PAYMEZ. If there is an increase in the annual salary of an employee, set the event reason as PAYMER.
5.	You need to create a new hire template for employees that are hired into a legal entity in the United States. You need to allow HR admins in that legal entity to use the template.	Assign HR admins to use the hire template in Manage Data. Create a template that includes two to ten pages.

	What actions must you take to accomplish this?	
6.	Which tool in SAP SuccessFactors allows users to create, test, and deploy business rules without coding?	Rule Designer
7.	Which administration tools would you use to configure the visibility and mandatory field attributes of legacy and MDF foundation objects?	Import/Export Corporate Data Model Manage Business Configuration Configure Object Definitions
8.	Which reporting feature allows you to manipulate the relationships between tables in a query?	Advanced join editor
9.	What are the appropriate roles?	Future Manager - Context: Target Current Manager - Context: Source
10.	How do you translate the label for the Legal entity object so that users in different countries can see the label on their own language?	Update the label in Configure Object Definitions.
11.	Which standard field is always required in a generic object?	externalCode
12.	Your customer wants to allow employees to manage their own benefits. You made the required changes to the Succession data model.	Configure Employee Files

Which tool in the Admin Center do you use to activate the Global Benefits tab?

13.	Which of the following are possible options when working with SAP SuccessFactors Employee Central employee identifiers?	A user can have multiple User-IDs. Once generated, you CANNOT change a User-ID. A user can have only one Person-id External.
14.	You need to set up a new warning message that will appear when an employee modifies their marital status in their employee data. How would you set up this rule?	Create a message definition under Manage Data. Assign the rule to the appropriate field in the Succession Data Model.
15.	What do you need to download before importing organization, pay, and job data into the system?	A blank CSV template for each object from the Import Foundation Data tool
16.	What rule type allows you to validate field values in metadata framework (MDF) objects?	saveRules
17.	What field of the country-specific Corporate Address element is required in the Corporate Data Model?	Country
18.	Scenario: An organization has a policy that any change in job role must be accompanied by mandatory training. How can this requirement be enforced using scenario approvals?	Implement a rule that checks for training completion before approving a role change

19.	Which type of business rule is supported by the Event Reason Derivation Business Rule scenario?	OnSave
20.	Managers are NOT allowed to change the cost center field for employees. The cost center field is located in the employee's job information. In Manage Permission Roles, what section contains the permission to change the cost center field?	Employee Central Effective Dated Entities
21.	Which of the following associations is a one-to-one association?	Location to Geozone Pay Range to Legal Entity
22.	When creating a parent-child association, which object do you reference as the destination object?	Child Object
23.	How can an organization ensure that data entered into a custom generic object is automatically backed up?	Use the Data Backup feature in the Metadata Framework (MDF)
24.	Which tool would you use to create a group that can be used to identify ail payroll managers in the system for authorization?	Manage Permission Roles Manage Role-Based Permission Access
25.	What is the purpose of SuccessFactor's Application Programming Interface (SFAPI)?	Allows data to be extracted from SuccessFactors' products and used in external products.

26.	As a best practice, the FTE field must be visible to the HR department and to managers. They should not be able to edit this field. How would you configure the FTE field in the system?	In role-based permissions, grant the HR role and Manager role the "View Current" and "View History" permission for the FTE field. In the Succession Data Model XML, set the FTE field visibility to "view".
27.	Your customer needs to establish a payroll approval process in which any one of three people can approve transactions in a timely manner. Where do you define this set of approvers?	In the Manage Workflow Groups tool
28.	In SAP SuccessFactors, how can you ensure that a workflow is automatically terminated if it remains pending for a specific duration?	Use the "Workflow Timeout" feature
29.	You need to add custom Country Specific Fields that appear in the Personal Information Portlet. How do you add the fields?	Upload the CSF for Succession Data Model in Provisioning Add the custom fields to the hris-element globalInfo
30.	During initial testing in an implementation, you need to create 8 Cost Center Foundation Object records. What tools can you use to create the records?	Manage Data Configure Object Definition Import and Export Data
31.	Pay Component Recurring must always be preceded by which import file?	Pay Component Non-Recurring

32.	To map the Foundation Table: Legal Entity to the HR Data: Legal Entity, you would use:	<propagation-mapping foundation-field="company.externalCode" hris-field="jobInfo.company"/>
33.	How would you update an entire department with a new cost center?	Perform mass changes. Import the job history.
34.	What picklist feature is only available for generic object picklists?	Effective dating
35.	What tags are supported in Alert Messages?	[[SUBJECT_USER]] [[EVENT_REASON]]
36.	A customer wants the Contract Type field to be defaulted based on the selection of the Employee Classification field. Both fields are in the Job Information portlet. You created a business rule to meet this requirement. Where do you assign the business rule in the Succession Data Model?	On the Employee Classification field as an on-Change event.
37.	Your customer wants the Time Zone field from the Job Classification Foundation Object to propagate into the Time Zone field of the Employee's Job Information. What data model do you reference to fill in the IDs for 3 and 4 in the HRIS	Succession Data Model

	Propagation Data Model (as shown in the attached graphic)?	
38.	Which data type must you use when adding a field to reference Legal Entity in an MDF object?	Generic object
39.	Which are possible file formats used in Ad Hoc Report?	CSV Excel PDF PPT
40.	Which of the following fields describes best when you need to define the rule for accrual creation by defining the logic for creating timeAccountDetails?	Posting unit Amount posted A unique external code
41.	Which feature integrates SAP Success-Factors Employee Central data with data in the basic employee profile?	HRIS synchronization
42.	How can an organization ensure that certain HR requests, such as promotions or salary increases, require multiple levels of approval in SAP Success-Factors?	Implement a multi-step approval process
43.	Which of the following determines how far back an employee can retro in payroll?	Employee Hiring Date Earliest Retroactive Account period in the control

		record
		Earliest personal retroactive accounting date in Infotype
44.	The Escalation shown below is configured in your client's instance. This Escalation is referenced in the Job Change Workflow. The Job Change Workflow is triggered for an employee and the workflow has stalled. In what scenario will the Human Resources manager receive an escalation notification if the Manager does not take action after 2 days?	The Manager's Manager does not take any action for the next 3 days
45.	In Set User Permissions, what tool is available only to Super Admins?	Manage Role-Based Permission Access
46.	Which portlet contains the annual salary of an employee?	Compensation Information
47.	How can an organization ensure that a specific business rule is applied only to a particular subset of employees?	Use the "Rule Scope" setting
48.	What happens when you report a newly hired employee as a no-show?	A new Job information record is created to deactivate the employee.
49.	In your project, the client asks for a mechanism by which a workflow can be approved by any one of a pool of	Dynamic Group

people. What option will you configure in the workflow to achieve this?

50.	Which of the following is an example of MDF to XML Association?	Legal Entity to Location
51.	What is the purpose of the Fine Tuning activity during business configuration?	To check and adjust the predefined settings to meet customer requirements
52.	How can an organization customize the list of available event reasons in SAP SuccessFactors?	Use the Event Reason Configuration tool
53.	What can you do in the Event pick-list when configuring events and event reasons?	Change the status. Add a new language translation. Change the labels.
54.	Which item is not part of the Home Page?	My Employee Files
55.	A business rule triggers a merit in-crease event reason when the base salary amount is increased. What base object would you use for this business rule?	Compensation Information Model
56.	Your customer has requested that you create a custom field for employees in Germany to track job information. What custom field number do you need to identify to configure this new field?	The next custom field number that is available in the jobInfo element of the Succession Data Model and the country-specific Succession Data Model.

57.	What tool can be used to enable employees to initiate changes to their own employee data?	Manage Permission Roles
58.	How do you set the current and future managers of an employee as approvers in a workflow?	For future manager, set Context: Target For current manager, set Context: Source
59.	Which of the following is a key advantage of implementing event reason derivation in SAP SuccessFactors?	Streamlining and automating HR processes
60.	In your project the client asks for a mechanism by which a workflow can be approved by any one of a pool of people. What tool would you use to configure the group?	Manage Dynamic Groups
61.	Foundation Tables are organized into _____ sections.	3
62.	Scenario: An organization wants to track the reasons why employees decline job offers after interviews. They want to categorize reasons such as compensation, location, job role, or company culture. How can this be set up using Event Reason Derivation?	Create custom event reasons for each decline category
63.		To derive specific reasons for HR events based on data changes

	In SAP SuccessFactors, what is the primary purpose of Event Reason Derivation?	
64.	Scenario: An organization wants to automatically assign employees to specific training courses based on their job roles. How can this be achieved using business rules?	Set up a rule that checks employee job roles and assigns relevant training courses
65.	Which of the following are examples of standard one-to-one associations?	Location to Geozone Pay Range to Legal Entity
66.	When working with events and event reasons. How can you customize the customer instance?	You can create new events reasons but NOT events
67.	Scenario: An organization wants to ensure that any change in job role is accompanied by a mandatory training session. How can this requirement be enforced using Event Reason Derivation?	Set up a rule that checks for training completion after a role change
68.	How do you define Event Reasons as country specific?	Create an association with the Destination Object Event Reason Wrapper with Type Composite Create an association with Destination Object with Event Reason Wrapper with Type Join By Columns

		Create an association with the Destination Object with Event Reason Wrapper with Type Valid When
69.	You want to add a custom filed in the Job information block on the employee file and make it visible for 2 countries, but NOT visible for the other 8 countries. How can you do this?	Enable the custom field in the Job information and add the custom field in the 2 country specific Job information with Edit visibility.
70.	The HR Representative for employees in the Sales department has changed. How does SAP recommend that you make this change to the job relationships in the system?	Use the Manage Permission Roles tool to allow the new HR Representative to access the Sales department target population. Update the employee data file and use the Import Employee Data tool to import this file.
71.	What is the correct sequence for uploading data models when implementing Employee Central?	Corporate Data Model > Country- specific Corporate Data Model > Succession Data Model > Country-specific Succession Data Model
72.	Which of the following is not an Incremental load type?	Purge
73.	The e-mail domain of a company has changed and you need to update only this field for all employees. How do you perform this change?	Prepare the Email Information import file for partial import and use the Incremental Load mode.
74.	You must set up a workflow with three approvers. One of the approvers must be the president of the employee's division. Each division in the company has a different president.	Dynamic role

What workflow feature would you configure to meet this requirement?

75.	Which of the following are effective dating options for generic objects?	Multiple changes per day None Basic
76.	Which Payroll Control Center user interface is used to add a new team administrator to a process?	Manage Processes
77.	Which objects are supported in cross-entity business rules?	Pay Component Recurring Job Information
78.	Your client has a requirement to create an escalation path for their New Hire workflow. Which steps will you follow to configure this escalation path?	Create the escalation path using the Manage Data tool In the Corporate Data Model, confirm that the hris-field escalation is enabled for the hris-element wfConfig
79.	Which object supports &&NO_OVERWRITE&& in imports?	Employment Details Job History
80.	Which of the following are requirements to build a Company Structure Overview with multiple objects?	Objects must be MDF Objects Objects must have a 'valid when' association
81.	Where can you create associations between two Generic Objects?	In the Configure Object Definitions tool

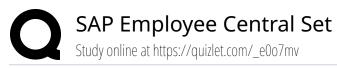| 82.	What tool do you to add a new field to an existing Generic Object?	Configure Object Definitions
83.	Scenario: An organization wants to ensure that any employee promotion is accompanied by a salary increase of at least 5%. How can this be enforced using business rules in SAP SuccessFactors?	Implement a rule that checks for a salary increase percentage when a promotion event is triggered
84.	Which of the following is NOT a standard step type in SAP SuccessFactors workflow configuration?	Validation
85.	How do you configure alert recipients?	Recipients are configured within the EC Alert Business Rule.
86.	In SAP SuccessFactors, what is the primary purpose of workflow configurations?	To define the sequence of steps for HR processes
87.	Which are SUPPORTED by the event reason derivation?	Data Change Transfer
88.	In SAP SuccessFactors, how can you ensure that specific event reasons are available only during specific times of the year, such as during the annual review period?	Use the "Time-Based Availability" setting in the event reason configuration
89.	What actions can you take within the Manage Business Configuration tool?	Add a custom field to the employee files. Change the label of a field.

		Change the visibility of a field to read-only.
90.	Which of the following is a key advantage of implementing HR transaction rules in SAP SuccessFactors?	Enforcing organizational policies and logic
91.	What are the employment-related entities supported by the cross-entity rules?	Pay Component Non-Recurring Pay Component Recurring Job Relationships Employment Information Job Information Compensation Information
92.	In SAP SuccessFactors, how can you ensure that specific event reasons are available only for specific types of HR events?	Use the "Event Type Filter" setting
93.	When creating a fields for a generic (MDF) object, which types require a valid values source?	Generic Object Picklist Foundation Object
94.	What rule event type do you use to have the legal entity field automatically filled in when opening Add New Employee?	onInit

95.	Based on the information in the attached screenshot, what XML configuration would you use to configure propagation mapping?	<propagation-mapping foundation-field="location.standardHours" hris- field="jobInfo.location" />
96.	In the UI, create a new Location for Canada. The customer wants Address fields 1-3 only. Open your CSF Corporate DM, how will you troubleshoot the Address 4 field?	Search for "Address 4" in the XML and change the visibility
97.	Where can you edit the message that an approver receives during the workflow process?	In the E-Mail Notification Templates Settings tool
98.	Which tools can you use to assign Business rules?	Succession Data Model Manage Business Configuration Configure Object Definitions
99.	How can an organization track and analyze the most common event reasons over a period of time in SAP SuccessFactors?	Generate a report using the Report Center
100.	Where do you enter the translations in the FoTranslation file?	value locale column
101.	In your implementation project, the client gives you a requirement to automatically fill the Pay Grade field in the Job Information portlet after Job Classification field value is keyed in for	<propagation-mapping foundation-field="JobClassification.externalCode" hris-field="jobInfo.job-code"/> <propagate foundation-element-id="JobClas-

	an employee. What will you code in the HRIS Propagation XML File to achieve this?	sification"><field id=" payGrade"><destination field-id="job-code" hris-element-id="jobInfo"/></field></propagate>
102.	What do you use to create hierarchical structure between Foundation Objects?	Associations
103.	How do you trigger a business rule to populate the Standard Hours field from Legal Entity records in the Add New Employee wizard?	Event Type: onChange; Base Object: Employee Information
104.	You need to define time account types for time types that have a balance that needs to be checked. So, for time types where you want to have a check against a balance you normally need to:	Define a rule governing how the accruals should be calculated, and assign it to a time account type. Configure a time account type to suit your needs and assign to a time type.
105.	Your client is live with the 'Employee Transfer' process in the Production instance. The workflow, as shown in the screen shot, is triggered when transfer of an employee is initiated. What is the expected behavior of this workflow?	If an approver of WF_Employee Transfer does NOT take any action for 3 days, a reminder notification is sent by the system. WF_Employee_Transfer is NOT triggered if the transfer date of the employee is in the future.
106.	Which of the following is not found on the quick card?	National ID
107.		

	Which employment objects support a country-specific field configuration?	Job Information
		Employment Details
108.	What is the correct sequence in which to load the employee data files into SAP SuccessFactors Employee Central?	1. Basic Import2. Biographical Information Import3. Employment details import4. Job History import
109.	Which role based permissions needs to be configured for employees to enroll in global benefits?	Manage benefits
		Employee Data
110.	How do you configure the Auto Delegate feature for workflows?	Set the "Is Delegate Supported" field to "Yes" in the workflow configuration.
		Supported" field in the Corporate Data Model.