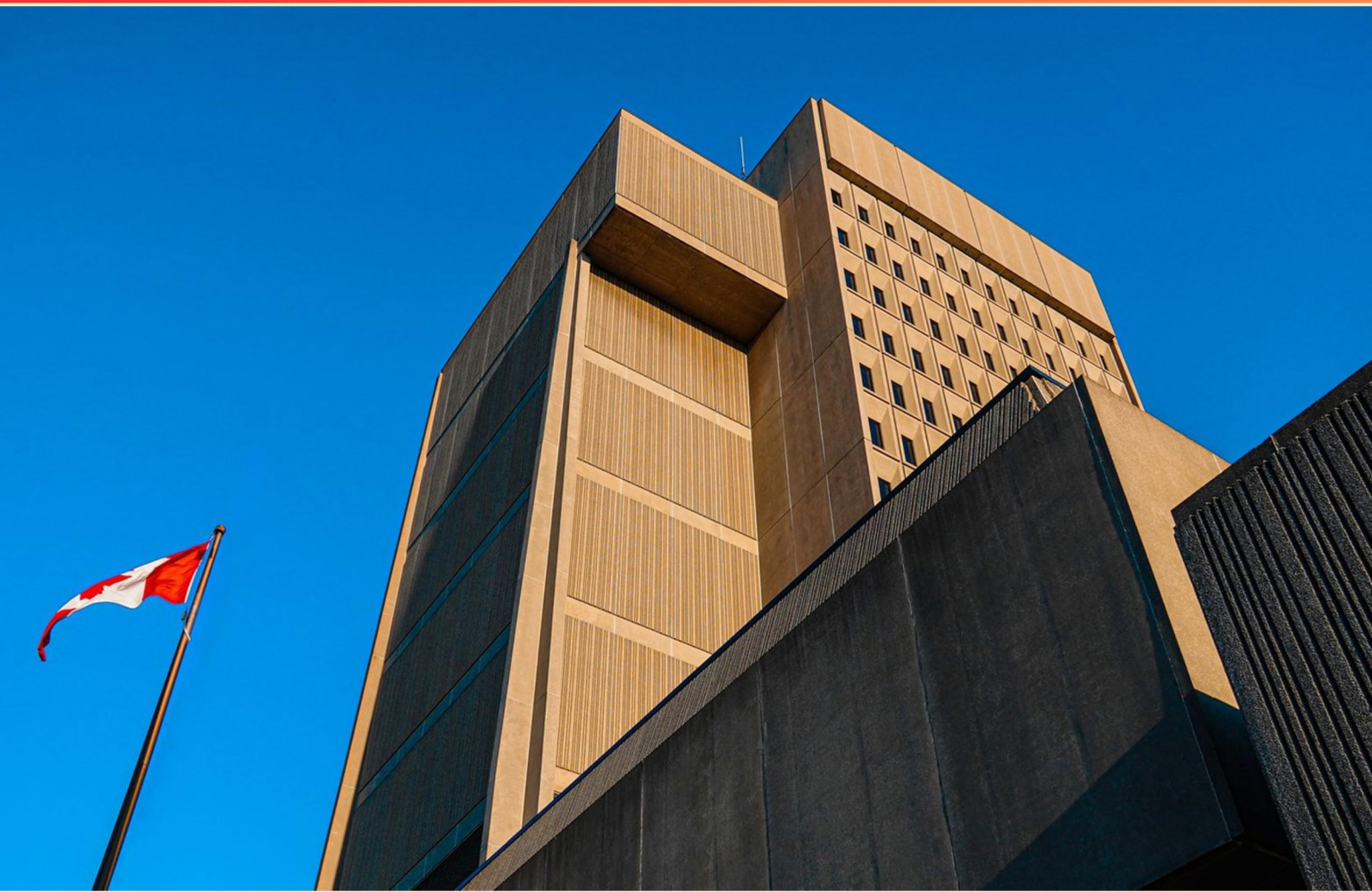


**WESTERN GOVERNORS
UNIVERSITY (WGU)
HRM3110 D352
EMPLOYMENT AND LABOR
LAW PRACTICE EXAM
(SAMPLE)
STUDY GUIDE**



**SAMPLE STUDY GUIDE
WITH LIMITED QUESTIONS**

**VISIT US ONLINE FOR
THE FULL VERSION STUDY GUIDE**

<https://wgu-hrm3110-d352.examzify.com>



Copyright © 2026 by Examzify - A Kaluba Technologies Inc. product.

ALL RIGHTS RESERVED.

No part of this book may be reproduced or transferred in any form or by any means, graphic, electronic, or mechanical, including photocopying, recording, web distribution, taping, or by any information storage retrieval system, without the written permission of the author.

Notice: Examzify makes every reasonable effort to obtain accurate, complete, and timely information about this product from reliable sources.

SAMPLE

Table of Contents

Copyright	1
Table of Contents	2
Introduction	3
How to Use This Guide	4
Questions	5
Answers	8
Explanations	10
Next Steps	16

SAMPLE

Introduction

Preparing for a certification exam can feel overwhelming, but with the right tools, it becomes an opportunity to build confidence, sharpen your skills, and move one step closer to your goals. At Examzify, we believe that effective exam preparation isn't just about memorization, it's about understanding the material, identifying knowledge gaps, and building the test-taking strategies that lead to success.

This guide was designed to help you do exactly that.

Whether you're preparing for a licensing exam, professional certification, or entry-level qualification, this book offers structured practice to reinforce key concepts. You'll find a wide range of multiple-choice questions, each followed by clear explanations to help you understand not just the right answer, but why it's correct.

The content in this guide is based on real-world exam objectives and aligned with the types of questions and topics commonly found on official tests. It's ideal for learners who want to:

- Practice answering questions under realistic conditions,
- Improve accuracy and speed,
- Review explanations to strengthen weak areas, and
- Approach the exam with greater confidence.

We recommend using this book not as a stand-alone study tool, but alongside other resources like flashcards, textbooks, or hands-on training. For best results, we recommend working through each question, reflecting on the explanation provided, and revisiting the topics that challenge you most.

Remember: successful test preparation isn't about getting every question right the first time, it's about learning from your mistakes and improving over time. Stay focused, trust the process, and know that every page you turn brings you closer to success.

Let's begin.

How to Use This Guide

This guide is designed to help you study more effectively and approach your exam with confidence. Whether you're reviewing for the first time or doing a final refresh, here's how to get the most out of your Examzify study guide:

1. Start with a Diagnostic Review

Skim through the questions to get a sense of what you know and what you need to focus on. Your goal is to identify knowledge gaps early.

2. Study in Short, Focused Sessions

Break your study time into manageable blocks (e.g. 30 – 45 minutes). Review a handful of questions, reflect on the explanations.

3. Learn from the Explanations

After answering a question, always read the explanation, even if you got it right. It reinforces key points, corrects misunderstandings, and teaches subtle distinctions between similar answers.

4. Track Your Progress

Use bookmarks or notes (if reading digitally) to mark difficult questions. Revisit these regularly and track improvements over time.

5. Simulate the Real Exam

Once you're comfortable, try taking a full set of questions without pausing. Set a timer and simulate test-day conditions to build confidence and time management skills.

6. Repeat and Review

Don't just study once, repetition builds retention. Re-attempt questions after a few days and revisit explanations to reinforce learning. Pair this guide with other Examzify tools like flashcards, and digital practice tests to strengthen your preparation across formats.

There's no single right way to study, but consistent, thoughtful effort always wins. Use this guide flexibly, adapt the tips above to fit your pace and learning style. You've got this!

Questions

SAMPLE

- 1. When should a company consider updating its employee handbook?**
 - A. Every six months
 - B. Whenever federal laws are changed
 - C. At least every few years or as needed
 - D. Only when new employees are hired
- 2. What is the primary effect of "right-to-strike" laws?**
 - A. They allow employers to hire replacement workers during a strike
 - B. They grant employees the legal right to protest unfair labor practices
 - C. They prevent employees from forming unions
 - D. They restrict the right of employees to engage in collective actions
- 3. What should HR do to prevent workers' compensation incidents related to a faulty air conditioning system?**
 - A. Inspect the system themselves
 - B. Partner with the school's custodian to call for repairs
 - C. Ignore the complaints from the teachers
 - D. Require teachers to work in designated areas
- 4. What evidence should senior IT analysts present to support their wrongful termination claim?**
 - A. Witness testimonies from junior analysts
 - B. Time stamps of when network messages were received by the senior analysts
 - C. A record of their past job performances
 - D. Reports on training received
- 5. What is meant by "whistleblower retaliation"?**
 - A. Success in workplace promotions
 - B. Adverse actions against an employee reporting misconduct
 - C. Increased financial bonuses for reporting
 - D. Recognition for ethical behavior

- 6. Which agency is responsible for enforcing the National Labor Relations Act?**
- A. The Department of Labor
 - B. The Equal Employment Opportunity Commission
 - C. The National Labor Relations Board
 - D. The Occupational Safety and Health Administration
- 7. What hiring protocol could help prevent complaints from candidates with disabilities in a company?**
- A. Allow all qualified candidates to go through the whole hiring process
 - B. Require a physical exam prior to all interviews
 - C. Limit interviews to candidates without disabilities
 - D. Schedule only two interviews per position
- 8. How long can employees take unpaid leave under the FMLA?**
- A. Up to 6 weeks
 - B. Up to 12 weeks
 - C. Up to 3 months
 - D. Up to 1 year
- 9. Why might an employer want to classify a worker as an independent contractor?**
- A. To provide more benefits and job security
 - B. To reduce overall labor costs and liability
 - C. To ensure compliance with union regulations
 - D. To increase employee loyalty and retention
- 10. What is an appropriate action for a dental office facing complaints about employee grooming?**
- A. Ignore the complaints
 - B. Develop a policy that requires grooming to be kempt
 - C. Conduct a survey of clients
 - D. Reassign the hygienist to less visible roles

Answers

SAMPLE

1. C
2. B
3. B
4. B
5. B
6. C
7. A
8. B
9. B
10. B

SAMPLE

Explanations

SAMPLE

1. When should a company consider updating its employee handbook?

- A. Every six months
- B. Whenever federal laws are changed
- C. At least every few years or as needed**
- D. Only when new employees are hired

A company should consider updating its employee handbook at least every few years or as needed due to several important factors that influence workplace policies and legal compliance. First, regular updates ensure that the handbook reflects current workplace practices, organizational changes, and employee expectations, which can evolve over time. This is crucial for maintaining clarity and consistency in employee relations. Additionally, even if there are no new laws enacted, internal changes—such as implementing new technology, shifts in company culture, or the introduction of new benefits—may warrant a revision to ensure that policies align with the current state of the organization. While changes in federal laws are also a critical trigger for updates, the approach of updating the handbook at least every few years inherently encompasses legal compliance. Since laws can change periodically and can impact various aspects of employment, an ongoing review ensures that the handbook remains relevant. By planning updates systematically rather than waiting for specific triggers, such as federal law changes or the hiring of new employees, a company can proactively manage its policies and mitigate potential legal risks.

2. What is the primary effect of "right-to-strike" laws?

- A. They allow employers to hire replacement workers during a strike
- B. They grant employees the legal right to protest unfair labor practices**
- C. They prevent employees from forming unions
- D. They restrict the right of employees to engage in collective actions

The primary effect of "right-to-strike" laws is that they grant employees the legal right to protest unfair labor practices. This means that workers are empowered to withdraw their labor as a means to assert their rights and compel negotiations with their employers regarding working conditions, pay, and other labor-related issues. These laws serve to protect employees from retaliation when they choose to strike in response to grievances, ensuring that they have a legal avenue to express dissatisfaction with their employment situation and seek improvements. By establishing this legal framework, right-to-strike laws reinforce the concept of collective bargaining, allowing workers to unite and advocate for their interests without fear of legal repercussions. This participation is a crucial component of labor relations, as it helps maintain a balance of power between employees and employers, facilitating dialogue and potential resolution of conflicts.

3. What should HR do to prevent workers' compensation incidents related to a faulty air conditioning system?

- A. Inspect the system themselves
- B. Partner with the school's custodian to call for repairs**
- C. Ignore the complaints from the teachers
- D. Require teachers to work in designated areas

Partnering with the school's custodian to call for repairs is the most effective approach for addressing potential risks associated with a faulty air conditioning system. This course of action not only acknowledges the concerns raised by employees but also ensures that qualified personnel are involved in addressing the issue. By collaborating with maintenance staff, HR can facilitate prompt repairs or necessary upgrades to the air conditioning system, thereby reducing the risk of heat-related illnesses or discomfort that may arise from inadequate climate control. Taking a proactive stance by involving qualified professionals emphasizes the organization's commitment to workplace safety and employee well-being. It also helps in establishing a clear communication pathway, where complaints are taken seriously and addressed in a timely manner, ultimately fostering a safer work environment.

4. What evidence should senior IT analysts present to support their wrongful termination claim?

- A. Witness testimonies from junior analysts
- B. Time stamps of when network messages were received by the senior analysts**
- C. A record of their past job performances
- D. Reports on training received

In a wrongful termination claim, the most compelling evidence would directly demonstrate the circumstances surrounding the termination and provide context for the senior IT analysts' employment situation. Presenting time stamps of when network messages were received by the senior analysts serves as crucial factual evidence. This type of documentation could help establish a timeline or corroborate claims made by the analysts regarding their work activities and any communications or responsibilities they were engaged in leading up to their terminations. The time stamps can also be instrumental in countering any allegations of poor performance or misconduct, as they can highlight the analysts' engagement with their duties and the nature of their work activity at the time in question. Such precise and objective evidence can significantly strengthen a claim of wrongful termination by supporting the analysts' assertions that their termination was unjustified and not based on legitimate performance concerns. In contrast, while witness testimonies, records of past job performances, and training reports could provide context, they may not offer the same level of direct evidence linking the analysts' performance or actions to the reasons for their termination. Therefore, time stamps are particularly effective in establishing the validity of the analysts' claims in a wrongful termination context.

5. What is meant by "whistleblower retaliation"?

- A. Success in workplace promotions
- B. Adverse actions against an employee reporting misconduct**
- C. Increased financial bonuses for reporting
- D. Recognition for ethical behavior

Whistleblower retaliation refers to adverse actions taken against an employee who reports misconduct within their organization. When a person discloses information regarding illegal or unethical behavior—such as fraud, safety violations, or discrimination—they may face negative repercussions as a result of that disclosure. These adverse actions can include termination, demotion, harassment, or any form of discrimination that negatively affects the employee's work environment or career advancement. This concept is crucial in employment law, as it underscores the protections afforded to employees who act in the public interest by reporting unlawful practices. Laws such as the Whistleblower Protection Act in the United States are designed to safeguard these individuals from retaliation, encouraging a culture of transparency and accountability within organizations. Recognizing the significance of this protection helps foster an ethical workplace where employees feel safe to voice concerns without fear of adverse consequences.

6. Which agency is responsible for enforcing the National Labor Relations Act?

- A. The Department of Labor
- B. The Equal Employment Opportunity Commission
- C. The National Labor Relations Board**
- D. The Occupational Safety and Health Administration

The National Labor Relations Board (NLRB) is responsible for enforcing the National Labor Relations Act (NLRA). This act was established to protect the rights of employees and employers, to encourage collective bargaining, and to curtail certain private sector labor and management practices that can harm the general welfare of workers and the economy. The NLRB oversees the process of union representation elections and investigates unfair labor practice complaints. This ensures that employees have the right to organize and engage in collective bargaining without interference or coercion from employers. The NLRB plays a crucial role in maintaining labor peace and promoting fair labor practices in the workplace, making it the correct answer to the question regarding which agency enforces the National Labor Relations Act.

7. What hiring protocol could help prevent complaints from candidates with disabilities in a company?

- A. Allow all qualified candidates to go through the whole hiring process**
- B. Require a physical exam prior to all interviews
- C. Limit interviews to candidates without disabilities
- D. Schedule only two interviews per position

Allowing all qualified candidates to go through the entire hiring process is an effective hiring protocol that promotes inclusivity and equality in the workplace, particularly for candidates with disabilities. This approach ensures that each candidate is given a fair opportunity to showcase their skills and qualifications without discrimination based on their disability status. By providing an open and accessible hiring process, the company not only complies with legal requirements under laws such as the Americans with Disabilities Act (ADA), but also fosters a diverse and talented workforce. This practice helps reduce the likelihood of complaints from candidates with disabilities, as they feel valued and respected when given equal consideration during hiring. In contrast, imposing limitations such as requiring a physical exam before interviews, limiting interviews to candidates without disabilities, or restricting the number of interviews undermines the principles of fair hiring practices and can lead to a perception of bias and exclusion. These practices can be seen as discriminatory and may result in complaints from those who feel they are being unfairly treated in the hiring process.

8. How long can employees take unpaid leave under the FMLA?

- A. Up to 6 weeks
- B. Up to 12 weeks**
- C. Up to 3 months
- D. Up to 1 year

Under the Family and Medical Leave Act (FMLA), employees are entitled to take up to 12 weeks of unpaid leave in a 12-month period for specific family and medical reasons. These can include the birth of a child, adopting a child, caring for a family member with a serious health condition, or dealing with a personal serious health condition that prevents them from performing their job functions. The provision ensures that employees can address significant health or family issues without losing their job or health benefits during their leave. After the 12 weeks of leave, the employee has the right to return to their same or an equivalent position. This understanding of the FMLA's regulations is critical for both employees seeking to utilize their rights and employers managing leave policies effectively. The other options do not align with the set guidelines of the FMLA, making them incorrect.

9. Why might an employer want to classify a worker as an independent contractor?

- A. To provide more benefits and job security
- B. To reduce overall labor costs and liability**
- C. To ensure compliance with union regulations
- D. To increase employee loyalty and retention

Classifying a worker as an independent contractor offers employers significant advantages, primarily in terms of reducing overall labor costs and liability. One of the key reasons employers pursue this classification is that independent contractors typically do not receive the same benefits and protections as employees, such as health insurance, retirement plans, or paid time off. This distinction allows businesses to lower their operational costs. Additionally, independent contractors are often responsible for paying their own taxes, which alleviates the employer from payroll tax obligations associated with traditional employees. This includes Social Security and Medicare taxes, which can be substantial. Moreover, the employer may also be less exposed to liability regarding workplace injuries or discrimination claims since independent contractors operate under their own business entities, distancing the employer from direct responsibility. The classification does not inherently provide more benefits, job security, or enhance employee loyalty, nor does it typically relate to union regulations, as independent contractors generally fall outside the scope of union protections. Thus, classifying workers as independent contractors primarily serves the employer's interests in cost management and liability reduction.

10. What is an appropriate action for a dental office facing complaints about employee grooming?

- A. Ignore the complaints
- B. Develop a policy that requires grooming to be kempt**
- C. Conduct a survey of clients
- D. Reassign the hygienist to less visible roles

Developing a policy that requires grooming to be kempt is an appropriate action for a dental office facing complaints about employee grooming because it establishes clear expectations for employee appearance, which is vital in a professional setting. A well-defined grooming policy can enhance the overall image of the dental office, promote a sense of professionalism, and ensure that employees adhere to standards that reflect the values of the practice. This proactive approach also communicates to employees the importance of grooming and how it impacts patient perception and comfort. By setting these standards, the dental office can address the concerns raised by clients while also fostering a professional atmosphere. Implementing such a policy can help reduce ambiguity, ensuring that employees know what is expected of them in terms of their appearance and allowing for consistent enforcement across the team.

Next Steps

Congratulations on reaching the final section of this guide. You've taken a meaningful step toward passing your certification exam and advancing your career.

As you continue preparing, remember that consistent practice, review, and self-reflection are key to success. Make time to revisit difficult topics, simulate exam conditions, and track your progress along the way.

If you need help, have suggestions, or want to share feedback, we'd love to hear from you. Reach out to our team at hello@examzify.com.

Or visit your dedicated course page for more study tools and resources:

<https://wgu-hrm3110-d352.examzify.com>

We wish you the very best on your exam journey. You've got this!

SAMPLE