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## Workday Talent Performance



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的雄厚實力源於業界企業的大力支持。數千家公司均依託 Workday 標準來提供一個可靠的員工業績評估。此外，數十家擁有自己考古題專案的公司也非常信賴 Workday 的 Workday-Pro-Talent-and-Performance 考古題，以確保員工具備扎實的技能功底。此舉可以為公司節省大量的時間和開銷。

## Workday Workday-Pro-Talent-and-Performance 考試大綱：

主題	簡介
主題 1	<ul style="list-style-type: none"><li>Business Process Management (BPM): This section of the Workday Pro HCM exam measures the skills of HRIS Analysts and focuses on understanding how business process management (BPM) enables organizations to model, analyze, and optimize workflows. It assesses the ability to improve and automate HR and organizational processes to ensure efficiency and alignment with business objectives.</li></ul>
主題 2	<ul style="list-style-type: none"><li>Performance Enablement: This section assesses the skills of HR Business Partners and focuses on aligning employee performance with organizational goals. It includes managing performance reviews, setting objectives, and enabling continuous feedback within Workday to enhance workforce productivity.</li></ul>
主題 3	<ul style="list-style-type: none"><li>Talent Management (TM): This section of the exam evaluates the competencies of HR Managers and covers how to anticipate and plan for organizational talent needs. It focuses on leveraging Workday's Talent Management tools for recruiting, developing, and retaining high-performing employees to support long-term business success.</li></ul>
主題 4	<ul style="list-style-type: none"><li>Configurable Security: This domain evaluates the expertise of Workday Security Administrators and covers how configurable security settings manage access to sensitive HR data and processes. It focuses on maintaining secure, role-based permissions within the Workday environment to protect organizational integrity.</li></ul>
主題 5	<ul style="list-style-type: none"><li>Operational Reporting: This domain measures the abilities of HRIS Analysts and covers the use of operational reporting to provide real-time insights into ongoing HR and business activities. It emphasizes creating and managing reports that support data-driven decision-making within Workday.</li></ul>

>> Workday-Pro-Talent-and-Performance 考試大綱 <<

## 值得信賴的 Workday-Pro-Talent-and-Performance 考試大綱和資格考試的領導者和有效的 Workday-Pro-Talent-and-Performance: Workday Pro Talent and Performance Exam

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## 最新的 Human Capital Management Workday-Pro-Talent-and-Performance 免費考試真題 (Q16-Q21):

### 問題 #16

Refer to the following scenario to answer the question below.

Your Performance Review business process includes the following steps:

- Set Review Content
- Get Additional Reviewers
- Complete Self Evaluation
- Complete Manager Evaluation

For the Get Additional Reviewers step, a worker submits reviewer names, then their manager needs to approve the proposed additional reviewers.

Where would you configure this approval step?

- A. On the Get Additional Reviewers subprocess, immediately after the Complete Additional Evaluation for Performance Review step
- B. On the Performance Review business process, immediately after the Get Additional Reviewers step
- **C. On the Get Additional Reviewers subprocess, immediately after the initiation step**
- D. On the Performance Review business process, immediately after the Complete Manager Evaluation step

答案： C

解題說明：

- \* The Get Additional Reviewers subprocess is responsible for collecting reviewer nominations.
- \* If you want the manager to approve reviewer names after a worker submits them, you configure an Approval step inside this subprocess.
- \* It should be placed immediately after the initiation step to ensure manager approval occurs before reviewers are finalized.
- \* Incorrect options:
- \* A. Adding approval in the main Performance Review BP won't tie it directly to the reviewer nominations.
- \* B. Placing approval after "Complete Additional Evaluation" is too late-reviewers would already be acting.
- \* C. Approval after manager evaluation is unrelated to reviewer setup.

References:

Workday Performance Review subprocess design documentation.

Workday Pro Talent & Performance exam prep: "Manager approval of reviewer nominations must be configured in the Get Additional Reviewers subprocess."

### 問題 #17

Refer to the following scenario to answer the question below.

□ An enterprise creates organizational goals that include the following criteria:

- \* The organizational goals span five years.
- \* Workers can align their individual goals with the organizational goals.
- \* Workers must provide a description for each individual goal.
- \* Each individual goal must fall within one of three groupings.

The current five-year timeframe for organizational goals is ending and you want to create new organizational goals.

What task do you use to create the next five-year cycle?

- **A. Maintain Goal Periods**
- B. Maintain Goal Completion Statuses
- C. Maintain Goal Payout Bands
- D. Maintain Goal Categories

答案： A

解題說明：

- \* Organizational goals are tied to goal periods, which define the timeframe (e.g., annual, multi-year, or in this case, a five-year cycle).
  - \* When the current five-year period ends, you must create a new goal period in order to define the next cycle of organizational goals.
  - \* The other tasks do not apply here:
  - \* Maintain Goal Categories# defines groupings such as Innovation, Financial, Productivity, but does not manage timeframes.
  - \* Maintain Goal Payout Bands# used for goal-linked compensation or incentive payouts.
  - \* Maintain Goal Completion Statuses# manages status labels such as "Not Started, In Progress, Complete," not periods.
- Therefore, to establish the next five-year organizational goal cycle, you use the Maintain Goal Period task.

References:

Workday Talent & Performance configuration documentation: "Maintain Goal Periods allows organizations to define new cycles (e.g., annual or multi-year) for organizational and individual goals." Workday Pro Talent & Performance certification material: "Organizational goal cycles are created and managed via Maintain Goal Periods."

### 問題 #18

Which configuration is responsible for determining what actions employees and managers can take during a talent review?

- A. Employee potential
- B. Domain security
- **C. Talent review template rule**

- D. Organization membership

答案： C

解題說明：

This question is about Talent Reviews in Workday and what drives the permissions or actions that employees and managers can take during the review process.

Let's analyze the choices:

- \* A. Organization membership
  - \* Incorrect.
  - \* Organization membership (e.g., supervisory org, talent pool) determines which workers are included in the review.
  - \* It does not determine what actions managers or employees can take.
  - \* B. Employee potential
  - \* Incorrect.
  - \* Employee potential is an attribute (like performance, loss impact, retention risk) used for evaluation in the talent review grid.
  - \* It informs the content of the review, not the actions available to participants.
  - \* C. Domain security
  - \* Partially correct but not the best answer.
  - \* Domain security determines who has access to initiate or view Talent Reviews, but it does not drive process actions inside the review (such as rating, adding notes, or calibrating).
  - \* D. Talent review template rule
  - \* Correct.
  - \* The Talent Review Template Rule defines the configuration of the talent review process, including:
  - \* Which sections appear (e.g., 9-box grid, attributes, notes).
  - \* Which actions participants (employees, managers, HR partners) can perform.
  - \* Whether calibration is enabled, whether participants can move employees between grid boxes, and other interactive review behaviors.
  - \* This is the configuration responsible for controlling what employees and managers can do during a talent review event.
- Therefore, the correct answer is Talent review template rule.

#References

- \* Workday Pro Talent & Performance Certification Guide - Talent Reviews: "The talent review template rule determines the structure of the review and what actions participants may take during the review."
- \* ERP Cloud Training - Workday Talent Reviews: "Template rules control functionality such as allowing participants to update potential ratings, add notes, or move workers in the grid. Security domains only manage access."
- \* Workday Community Documentation - Talent Review Configuration: Confirms that template rules define the actions and behaviors within a talent review session.

## 問題 #19

Refer to the following scenario to answer the question below.

Your organization is initiating employee reviews. There are several objectives for these reviews, including:

- \* Setting goals and reviewing them quarterly.
- \* Checking in with the new hire at 90 days.
- \* Annually reviewing performance.
- \* Performing multi-rater reviews.

For the annual multi-rater reviews, what template sections do you need to configure?

- A. Goals
- B. Questions
- C. Feedback
- D. Competencies

答案： C

解題說明：

- \* For multi-rater reviews, the essential template section is Feedback.
- \* This allows multiple reviewers to provide input on the employee, ensuring a comprehensive evaluation.
- \* Other sections (Competencies, Questions, Goals) may be included but are not required specifically for multi-rater functionality.
- \* Without a Feedback section, multi-rater reviews cannot function correctly.

References:

Workday Pro Talent & Performance documentation: "Multi-rater reviews rely on Feedback sections to collect input from additional

reviewers." Workday template design best practices for multi-rater reviews.

#### 問題 #20

During testing, you launched a Performance Review event with calibrations and all events are still in progress. You notice that the goals are not populating as planned.

What is the first task you should run before you correct your configuration?

- A. The Mass Rescind Business Process task for Start Performance Review only, including the subprocesses
- B. The Mass Cancel Business Process task for Start Performance Review only, without the subprocesses
- C. The Mass Cancel Business Process task for Start Performance Review and Launch Calibration, including the subprocesses
- D. The Mass Rescind Business Process task for Start Performance Review and Launch Calibration, without the subprocesses

答案： A

#### 解題說明：

This scenario deals with testing a Performance Review event that includes calibrations. Since the goals are not populating as expected, you need to reset the process correctly before fixing the configuration.

Here's why the correct choice is Mass Rescind - Start Performance Review (including subprocesses):

\* Rescind vs Cancel

\* Rescind: Completely removes the business process instance and all of its subprocesses from the system as if it never occurred. This is the proper action during testing, because it clears the data and lets you start fresh with corrected configuration.

\* Cancel: Stops the process, but leaves historical records behind. This is not ideal for configuration testing, because it doesn't fully reset the process state.

\* Why Start Performance Review only (not Calibration)

\* Calibration events are tied to performance reviews. If you rescind the performance review, the associated calibration processes are also cleared.

\* If you attempt to rescind or cancel both Performance Review and Calibration separately, it can cause unnecessary complications.

\* Why including subprocesses

\* Performance Review has multiple subprocesses (e.g., goal population, manager review, employee self-evaluation, calibration triggers).

\* To fully clear the faulty test run, you must include all subprocesses; otherwise, remnants of the process remain in-progress and may block future testing.

\* Incorrect Options Explained

\* A. Mass Rescind (Performance Review + Calibration, no subprocesses) # Wrong, because calibration rescinds automatically when you rescind the review, and leaving out subprocesses creates incomplete cleanup.

\* C. Mass Cancel (Performance Review + Calibration, with subprocesses) # Wrong, because Cancel does not fully reset configuration testing.

\* D. Mass Cancel (Performance Review only, no subprocesses) # Wrong, same reason: Cancel is insufficient, and leaving subprocesses active breaks cleanup.

#### References

\* Workday Pro Talent & Performance Study Guide - Calibration & Performance Reviews: "When testing configuration errors, rescind the performance review with all subprocesses. Do not cancel, as this preserves process history and does not allow a clean retest."

\* ERP Cloud Training - Workday Performance Review & Calibration: "Rescind clears all subprocesses linked to the review, including calibration. Cancel only halts the process without fully removing it."

\* Workday Community Documentation - Mass Business Process Actions: Confirms that Rescind fully clears test data, while Cancel leaves records intact.

#### 問題 #21

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