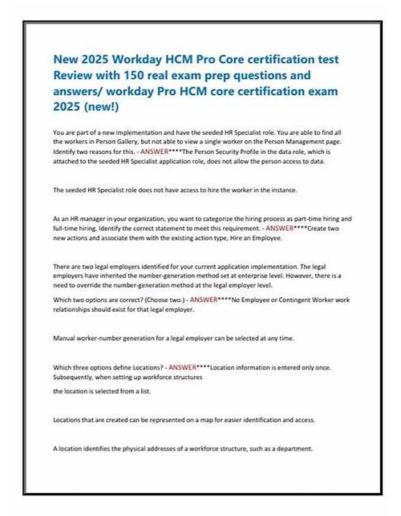
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Workday Workday-Pro-Talent-and-Performance Exam Syllabus Topics:

Topic	Details
Topic 1	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.
Topic 2	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.
Topic 3	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.
Topic 4	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.
Topic 5	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.

Workday Pro Talent and Performance Exam Sample Questions (Q28-Q33):

NEW QUESTION #28

You want to launch a performance review with calibration. The Talent Administrator would like to verify that all performance reviews are complete before calibration launches.

How do you configure the business process to meet this requirement?

- A. Shared Participation step on the Launch Calibration business process
- B. Update Performance Review Rating for Manager Evaluation step on the Complete Manager Evaluation for Performance Review business process
- C. To Do step on the Complete Manager Evaluation for Performance Review business process
- D. The Await Calibration Completion service step in the Complete Manager Evaluation for Performance Review business process

Answer: D

Explanation:

- * When using calibration with performance reviews, Workday requires reviews to be completed first before calibration begins.
- * The correct configuration is to insert the "Await Calibration Completion" service stepinto the Complete Manager Evaluation for Performance Reviewbusiness process.
- * This ensures that calibration will not launch until all manager evaluations are complete.
- * Other options:
- * To Do step# only generates a reminder, not an enforced process dependency.
- * Shared Participation step on Launch Calibration# configures collaboration for calibration itself, not sequencing.
- * Update Performance Review Rating step# controls how ratings are updated, not workflow dependencies.

References:

Workday Talent & Performance BP configuration documentation.

Workday Pro study materials: "Use Await Calibration Completion step in Complete Manager Evaluation BP to enforce review completion before calibration."

NEW QUESTION #29

How do dynamic talent pools determine pool membership?

- A. Based on manual selection
- B. Based on the results of a saved search
- C. Based on the Compare Workers report
- D. Based on a custom report you define

Answer: B

Explanation:

- * Dynamic Talent Poolsautomatically determine membership by using the results of asaved search.
- * This allows pool membership to update as workers meet or no longer meet the search criteria.
- * Incorrect options:
- * Compare Workers report# used for side-by-side comparison, not pool membership.
- * Manual selection# applies to static pools, not dynamic.
- * Custom report# not the driver; Workday specifically requires saved searches for dynamic pools.

References:

Workday Talent Pools configuration guide.

Workday Pro exam material: "Dynamic pools are maintained by saved search results."

NEW QUESTION #30

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

- A. Domain security
- B. Employee potential
- C. Talent review template rule
- D. Organization membership

Answer: C

Explanation:

This question is about Talent Reviewsin 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 determinewhat actionsmanagers or employees can take.
- * B. Employee potential
- * Incorrect.
- * Employee potential is anattribute(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 Ruledefines 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 controllingwhat 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.

NEW QUESTION #31

You want to ensure consistency when reporting responses on specific feedback templates.

What functionality prevents workers from changing questions on a feedback template?

- A. Template Type
- B. Question Tags
- C. Condition Rules
- D. Lock Template

Answer: D

Explanation:

- * To ensure consistent reporting, feedback templates can be set as Locked.
- * ALocked Feedback Templateprevents managers or workers from modifying the questions-no additions, edits, or deletions are allowed.
- * Other options are not correct:
- * Condition Rules# used for dynamic behavior and field visibility, not for locking questions.
- * Template Type# defines type (e.g., Feedback vs. Review), not question editability.
- * Question Tags# used for categorization and reporting but do not prevent changes.

References:

Workday Talent & Performance configuration material: "Lock Template prevents edits to template questions." Workday Procertification study content on feedback management.

NEW QUESTION #32

Your organization has detailed new goals that are tied to your divisions. The manager of each division needs to create a goal, then distribute that goal to their direct reports.

What task do managers use to accomplish this?

- A. Create Goal for Worker
- B. Add Goal To Employees
- C. Manage Organization Goals
- D. Maintain Goal Completion Statuses

Answer: C

Explanation:

- * Add Goal To Employeesis used for bulk assigning existing goals to workers, not for creating new organizational goals.
- * Maintain Goal Completion Statusesis used to track and update progress, not goal creation.
- * Create Goal for Workerapplies only to individual workers.
- * Manage Organization Goalsis the correct task for a manager to create a goal at the division or supervisory organization leveland cascade it to their direct reports.

References:

Workday Talent & Performance: Goal Management.

Workday Pro study guide: "Managers use Manage Organization Goals to create and cascade organizational goals to their teams."

NEW QUESTION #33

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