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

Topic	Details
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Topic 1	<ul style="list-style-type: none"> • 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	<ul style="list-style-type: none"> • 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 3	<ul style="list-style-type: none"> • 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 4	<ul style="list-style-type: none"> • 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.
Topic 5	<ul style="list-style-type: none"> • 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.

Workday Pro Talent and Performance Exam Sample Questions (Q15-Q20):

NEW QUESTION # 15

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 Pools automatically determine membership by using the results of a saved 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 # 16

Before the performance review event began, workers set their goals. You want to automatically include their goals in the performance review content.

What configuration option do you select on the employee review template?

- A. Items Rated
- **B. Load Relevant Goals**
- C. Allow User to Add Existing Goals Manually
- D. Show Additional Rating to Employee

Answer: B

Explanation:

* To automatically include goals that workers set before the review began, enable Load Relevant Goals on the employee review template.

* This ensures the goals tied to the review period are pulled into the content automatically.

* Incorrect options:

* Allow User to Add Existing Goals Manually # lets employees add goals one by one, not automatic.

* Show Additional Rating to Employee # provides extra rating display, unrelated to loading goals.

* Items Rated # defines what is rated in the review but doesn't auto-load goals.

References:

Workday employee review template configuration.

Workday Pro Talent & Performance exam content: "Load Relevant Goals automatically includes active goals tied to the review period."

NEW QUESTION # 17

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 review, you need a new review template. This template must contain sections for both professional and personal goals.

What task do you need to configure before you can create the new template?

- A. Maintain Employee Review Setup
- B. Maintain Goal Periods
- C. Maintain Goal Setup
- **D. Maintain Employee Review Section Types**

Answer: D

Explanation:

* Before creating a review template, you must define the section types available in reviews.

* Since the template requires two different goal sections (professional and personal), you must configure them as Employee Review Section Types.

* Incorrect options:

* A. Maintain Goal Periods # defines timeframes, not template sections.

* C. Maintain Goal Setup # configures goal rules, not review template sections.

* D. Maintain Employee Review Setup # overall setup but does not define section types.

References:

Workday Employee Review Template admin documentation.

Workday Pro exam study guide: "Use Maintain Employee Review Section Types to enable multiple goal sections in review templates."

NEW QUESTION # 18

You want to create a talent pool that automatically updates its members based on criteria. You also want those in the Manager role to only have permissions to the members of their organization.

What type of talent pool do you create?

- A. Open Dynamic Talent Pool
- **B. Restricted Dynamic Talent Pool**
- C. Restricted Static Talent Pool
- D. Open Static Talent Pool

Answer: B

Explanation:

* A Dynamic Talent Pool automatically updates membership based on the results of a saved search.

* Making it Restricted ensures that access is limited-so only Managers have visibility/permissions to the members of their supervisory

organization.

* Incorrect options:

* Open Dynamic# open visibility, not restricted by role.

* Open Static# membership is manual, not automatic, and visibility is open.

* Restricted Static# membership is manual, not dynamic.

References:

Workday Talent Pool documentation: "Restricted Dynamic Talent Pools allow managers to see only their organizational members with dynamic updates."

NEW QUESTION # 19

What functionality prevents managers from having visibility to peer-to-peer feedback?

- **A. Private Feedback**
- B. Confidential Feedback
- C. Feedback Badges
- D. Anonymity

Answer: A

Explanation:

* Private Feedback ensures that only the feedback recipient can see the comments.

* This means managers have no visibility to peer-to-peer private feedback.

* Other options:

* Confidential Feedback# visible to both the worker and their manager.

* Feedback Badges# recognition icons, not a visibility control.

* Anonymity# hides the feedback giver's name but does not control manager visibility.

References:

Workday Talent & Performance documentation: Private vs. Confidential feedback visibility.

NEW QUESTION # 20

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