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Workday Pro Talent and Performance Exam Sample Questions (Q45-Q50):

NEW QUESTION # 45

Your performance review template has three sections, in addition to an Overall section. The template uses item averaging to calculate an overall rating.

Managers will enter ratings for multiple items in each of the first three sections.

What is the expected behavior when Workday calculates the overall rating?

- A. The calculation includes assigned weightings for each item.
- B. The calculation includes assigned weightings for each section.
- **C. The calculation includes an equal weight to each item rated.**
- D. The calculation includes assigned weightings for each item and each section.

Answer: C

Explanation:

- * When a performance review template uses Item Averaging:
- * Workday calculates the average rating across all rated items within the sections.
- * Each item carries equal weight, regardless of section or item weighting.
- * If weighting was required, you would instead use Weighted Average, which allows assigning weights to items and/or sections.
- * Therefore, item averaging = equal weight for each item.

References:

Workday Performance Review configuration: Item Averaging vs. Weighted Averaging.

Workday Pro Talent & Performance exam guide: "Item averaging gives equal weight to all items across sections."

NEW QUESTION # 46

You recently created a talent pool to help develop potential new managers. You added ten managers to the pool. Now you want to assign two self-development goals to each member of the talent pool.

What task allows you to assign those two goals to all members in one event?

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

Answer: B

Explanation:

In Workday Talent & Performance, when you want to assign goals to a group of employees (such as everyone in a talent pool), you must use the "Add Goal To Employees" task.

Here's why:

- * Create Goal for Worker
- * This task is specific to one worker at a time. It would not allow you to mass-assign goals to multiple workers.
- * Suitable when you want to add a goal for an individual employee.
- * Manage Organization Goals
- * Used to define organization-wide goals (e.g., company objectives).
- * These can be cascaded, but they are not tied to an action that assigns two goals directly to all members of a talent pool.
- * Maintain Goals Setup
- * This is for configuring goal settings (e.g., categories, weights, behaviors) at the tenant level.
- * It doesn't execute the action of assigning goals to workers.
- * Add Goal To Employees
- * Specifically designed for mass goal assignment.
- * You can select multiple employees (for example, all 10 members of your talent pool) and assign the same goals in a single event.
- * This is the only option that fulfills the requirement of assigning two self-development goals to all members in one step.

#References

- * Talent & Performance Study Guide topics:
- * Goal Management: Covers the difference between worker-specific vs. mass goal actions.
- * Talent Pools: Workday documentation explains that pools are often used for succession planning and development, and "Add Goal to Employees" is the correct bulk action for assigning development activities.
- * External Training Reference: ERP Cloud Training notes that "The Add Goal To Employees task allows administrators to assign multiple goals across groups such as talent pools or organizations, enabling faster alignment with development plans." #web source on Talent & Performance training#
- * Workday Pro Talent & Performance Flashcards: Confirm that the correct way to mass assign goals is via Add Goal To Employees task, not Manage Organization Goals (which is only for defining org-level goals).

NEW QUESTION # 47

As an administrator, what is an attribute of feedback badges?

- A. You can delete badges at any time.
- B. You can create custom badges using Workday-delivered icons.
- **C. You can make badges required when entering feedback.**
- D. You can allow recipients to decline badges.

Answer: C

Explanation:

In Workday Talent & Performance, feedback badges are a visual and motivational way to recognize employees when providing feedback. Administrators configure the rules and usage of these badges.

Let's carefully review the options:

- * A. You can delete badges at any time.
 - * Not correct.
 - * Once a badge is actively in use (already given to workers in feedback), it cannot simply be deleted, because that would break historical data. Instead, administrators can make badges inactive, but they remain in the system for reporting integrity.
 - * B. You can make badges required when entering feedback.
 - * Correct.
 - * Workday configuration allows admins to require that feedback entries include a badge. This ensures that every feedback submission carries a visual, standardized recognition element alongside the narrative text.
 - * This aligns with the study guide under Feedback and Recognition, which highlights that "badges may be configured as required fields for any feedback process."
 - * C. You can create custom badges using Workday-delivered icons.
 - * Not exactly.
 - * You can create custom badges, but you upload your own images/icons. Workday provides sample ones, but they aren't the only option. You are not restricted to Workday-delivered icons.
 - * D. You can allow recipients to decline badges.
 - * Incorrect.
 - * Employees cannot decline badges once they are attached to feedback. Feedback is submitted as part of the talent/performance process, and the badge is embedded.
- Therefore, the unique administrator attribute here is the ability to make badges required when entering feedback.

#References

- * Workday Pro Talent & Performance Guide- Feedback Badges configuration: "Administrators can make badge selection mandatory when submitting feedback, ensuring consistent recognition across the organization."
- * ERP Cloud Training (Talent & Performance Badges section): Confirms that badges can be required for feedback, cannot be declined by recipients, and must be inactivated (not deleted) when no longer in use.
- * Workday Community (Feedback and Recognition documentation): Custom badges can be created by uploading images, not restricted to Workday-delivered icons.

NEW QUESTION # 48

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

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

Answer: B

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 # 49

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. Maintain Goal Completion Statuses
- **C. Manage Organization Goals**
- D. Add Goal To Employees

Answer: C

Explanation:

- * Add Goal To Employees is used for bulk assigning existing goals to workers, not for creating new organizational goals.
- * Maintain Goal Completion Statuses is used to track and update progress, not goal creation.
- * Create Goal for Worker applies only to individual workers.
- * Manage Organization Goals is the correct task for a manager to create a goal at the division or supervisory organization level and 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 # 50

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