


Workday-Pro-Talent-and-Performance Latest Learning Material | Latest Workday-Pro-Talent-and-Performance Braindumps Sheet



Workday HCM
Practice Assignments

Instructions to follow:

- Maintain **Process flow** while creating organizations
- Use only one **"Name"** for the company. Using the same 'Name' reference to create other activity.
- Once you are done with the practice module wise take a **Screenshot** and **share** it in the WhatsApp group.
- Use Recorded videos, Documents & Other social sites.

I. Business Process (BP)

Assignment 1: View Existing Business Processes

- Objective: Understand delivered processes.
- Instructions: Search for "Business Process: Hire" → view steps, conditions, and approvals.
- Deliverables: Screenshot of Hire BP definition.

Assignment 2: Create a Simple Business Process

- Objective: Learn BP creation.
- Instructions: Create a custom BP (e.g., "Hire") with 2 steps.
- Deliverables: BP Name, Screenshot of Definition.

Assignment 3: Add Approval Step to BP

- Objective: Learn approval routing.
- Instructions: Add an approval step to the Hire BP for Manager.
- Deliverables: BP Name, Approval Details, Screenshot.

Assignment 4: Add To-Do Step to BP

- Objective: Practice To-Do tasks.

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Workday Pro Talent and Performance Exam Sample Questions (Q44-Q49):

NEW QUESTION # 44

While configuring the Performance Review business process, you added a Complete Additional Manager Evaluation step. However, when testing, the manager is not receiving the Inbox task to select other managers.

What do you configure on the employee review template to route this step to the manager's Inbox?

- A. Require Additional Managers to enter a comment in the Overall section.
- B. Add a rule in the Applies To field to limit performance reviews to workers with additional jobs.
- C. Enable the Additional Manager Evaluation for All Sections on the Other Reviewer Options section.
- D. Add a competencies section to the template.

Answer: C

Explanation:

* When you add a Complete Additional Manager Evaluation step in the Performance Review BP, the system only generates the Inbox task if the employee review template is configured to allow it.

* This is controlled in the Other Reviewer Options section of the template.

* You must enable "Additional Manager Evaluation for All Sections" for the task to route correctly.

* Incorrect options:

* A. Adding a competencies section is unrelated to routing.

* B. Requiring comments in the Overall section doesn't trigger the step.

* D. Applies To field rules limit applicability but won't control routing to the direct manager.

References:

Workday Employee Review Template configuration guide.

Workday Pro exam material: "Enable Additional Manager Evaluation for All Sections in the template to activate the BP step."

NEW QUESTION # 45

What option is available for managing your succession plans?

- A. Add employees to succession plan via the Find Workers report.
- B. Allow external candidates and employees to be assigned on succession plans based on related skills.
- C. Add job profiles to succession plans via the Find Workers report.
- D. Add employees to the succession plan from a talent pool.

Answer: A

Explanation:

* In Workday, when managing Succession Plans, you can directly add employees by searching for them in the Find Workers report.

* Incorrect options:

* A. Adding employees from a talent pool is possible for development, but not a delivered method for populating succession plans.

* B. External candidates cannot be directly assigned to succession plans; succession focuses on internal talent.

* C. Job profiles are the object succession plans are created for, not what you add via Find Workers.

References:

Workday Succession Planning Guide: "Use the Find Workers report to identify and add employees to succession plans." Pro Talent & Performance exam materials confirm this process.

NEW QUESTION # 46

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. Lock Template**
- C. Condition Rules
- D. Question Tags

Answer: B

Explanation:

- * To ensure consistent reporting, feedback templates can be set as Locked.
- * A Locked Feedback Template prevents 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 Pro certification study content on feedback management.

NEW QUESTION # 47

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

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

Answer: A

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

Your organization launches talent reviews for the entire organization on an annual basis. You created a new Talent Lead security group to initiate the talent review event.

What do you need to modify to enable this configuration?

- A. Both the Launch Talent Reviews business process security policy and the Talent Review domain security policy
- B. The Talent Review business process security policy
- C. The Launch Talent Reviews business process security policy
- D. Both the Talent Review business process security policy and the Talent Review domain security policy

Answer: A

Explanation:

This scenario involves enabling a new security group (Talent Lead) to initiate Talent Review events in Workday. To achieve this, you need to configure both the business process security and domain security that govern Talent Reviews.

* Launch Talent Reviews business process security policy

* This policy controls who has permission to initiate the Talent Review event.

* Without updating this, the new Talent Lead group cannot start the review process.

* Talent Review domain security policy

* This policy governs access to Talent Review objects, such as templates, review events, grids, and attributes.

* Without updating domain security, even if the group can launch the process, they will not be able to view or interact with the talent review itself.

* Incorrect alternatives

* Option B (Launch Talent Reviews only): This would allow the group to initiate the process, but they would lack access to view or work with the reviews.

* Option C (Talent Review business process security policy): There is no generic "Talent Review business process"; the correct one is "Launch Talent Reviews."

* Option D (Talent Review business process + domain security): Misstated. The business process in question is "Launch Talent Reviews," not a general Talent Review business process.

Therefore, the correct answer is to update both the Launch Talent Reviews business process security policy and the Talent Review domain security policy so that the Talent Lead group has both initiation rights and access permissions.

References

* Workday Pro Talent & Performance Certification Guide - Security in Talent Reviews: Explains that both business process security and domain security must be configured for security groups responsible for launching talent reviews.

* ERP Cloud Training - Talent Review Security: Notes that business process security grants initiation rights, while domain security controls access to objects and review content.

* Workday Community Documentation - Talent Review Setup: Confirms that both the Launch Talent Reviews business process policy and the Talent Review domain security policy must be modified when a new security group is added to initiate reviews.

NEW QUESTION # 49

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