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

Topic	Details
Topic 1	<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 2	<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 3	<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 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 (Q26-Q31):

NEW QUESTION # 26

You want each talent partner to create their own talent pools and be able to manually add or remove pool members. If they choose to create a pool that is not shared with others, what type of talent pool will they create?

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

Answer: B

Explanation:

* Static Talent Pools allow manual addition and removal of members.

* Private means the pool is only visible to the creator and not shared with others.

* Therefore, a Private Static Talent Pool lets talent partners create their own pools, manage membership manually, and keep them unshared.

* Incorrect options:

* Dynamic Pools# membership is controlled by saved searches, not manual additions.

* Restricted Pools# visibility is limited to certain groups but still shared, not completely private.

References:

Workday Talent Pools configuration guide.

Pro certification training: "Private Static Pools allow personal management of membership without sharing."

NEW QUESTION # 27

The HR department wants to gather talent information from their employees and managers.

What business process can they use?

- A. Start Performance Review
- B. Launch Calibration

- **C. Launch Talent Review**
- D. Complete Manager Evaluation

Answer: C

Explanation:

- * The **Launch Talent Review** business process is used by HR and Talent Partners to gather, review, and calibrate employee information from both employees and managers.
- * It provides a structured way to collect talent-related data (performance, potential, risk of loss, impact of loss, etc.) for workforce planning and succession.
- * Incorrect options:
 - * **Complete Manager Evaluation** is part of performance reviews, not general talent data gathering.
 - * **Launch Calibration** aligns ratings but does not broadly gather talent information.
 - * **Start Performance Review** is focused on annual/performance evaluations, not holistic talent review.

References:

Workday Talent Review documentation: "Launch Talent Review is the business process to gather talent information from employees and managers."

NEW QUESTION # 28

An enterprise wants to create their own list of skills and use them as search facets in reports.

What type of skills can they create to accomplish this?

- A. Crowdsourced skills
- **B. Maintained skills**
- C. Skills Cloud skills
- D. Synonymous skills

Answer: B

Explanation:

Comprehensive Detailed Explanation

- * Enterprises can create **Maintained Skills**-custom-defined skills that are stored and searchable in their tenant.
- * These can also be configured as search facets in reports, supporting custom analysis.
- * Incorrect options:
 - * **Skills Cloud skills** is Workday-delivered universal ontology, not customer-specific.
 - * **Crowdsourced skills** are skills suggested by workers, not controlled enterprise lists.
 - * **Synonymous skills** are system-recognized synonyms, not customer-defined lists.

References:

Workday Skills Configuration documentation: Maintained skills can be created for tenant-level use in searches and reports.

NEW QUESTION # 29

A manager wants to cascade a goal to several workers.

What option is available in the Add Goal to Employees task?

- A. Succession Pool
- B. Job Family
- **C. Organizations**
- D. Job Profile

Answer: C

Explanation:

- * In the **Add Goal to Employees** task, managers can cascade or assign goals to groups of workers.
- * The available grouping option is **by Organizations**(e.g., supervisory organizations, cost centers, custom organizations).
- * Succession Pools, Job Profiles, and Job Families are not selection criteria in this task. Those are used in talent or competency management contexts but not in mass goal assignment.

References:

Workday Talent & Performance documentation, Goal Management section.

Workday Pro Talent & Performance training guide: "Add Goal to Employees allows assignment to selected workers or by

organizations, not by succession pools, job profiles, or job families."

NEW QUESTION # 30

An enterprise uses only the job management staffing model.
What option groups workers for succession purposes?

- A. Succession Plans
- B. Development Plan
- **C. Succession Pools**
- D. Candidate Pools

Answer: C

Explanation:

- * Even when using a job management staffing model, organizations use Succession Pools to group workers for succession planning.
- * Pools identify workers with potential to step into key roles in the future.
- * Incorrect options:
 - * A. Development Plan # defines individual growth steps, not succession grouping.
 - * B. Candidate Pools # used in recruiting, not succession.
 - * C. Succession Plans # tied to specific positions or job profiles, not used for general grouping in job management models.

References:

Workday Succession Planning guide: "Succession Pools are used to group workers in job management staffing models."

NEW QUESTION # 31

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