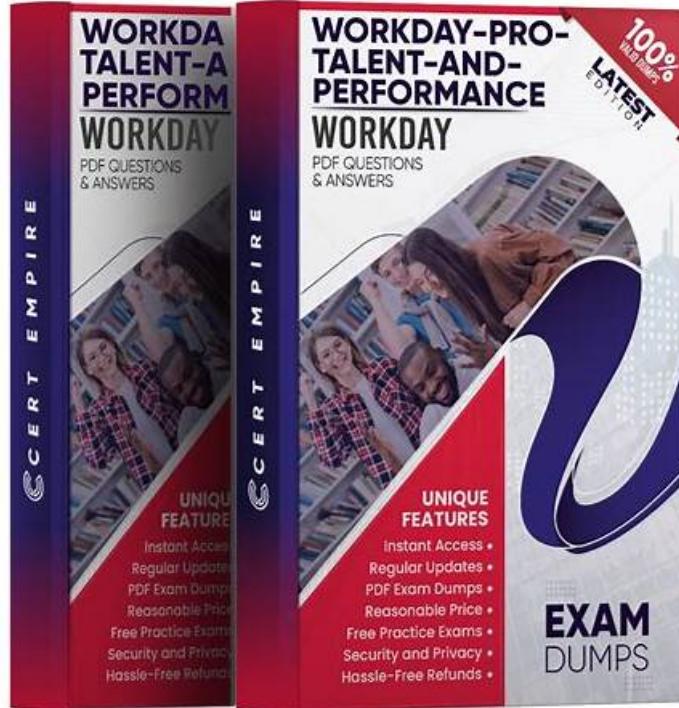


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Workday Workday-Pro-Talent-and-Performance Exam Syllabus Topics:

Topic	Details
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">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	<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 4	<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.
Topic 5	<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.

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Workday Pro Talent and Performance Exam Sample Questions (Q48-Q53):

NEW QUESTION # 48

During testing, you launched a Performance Review event with calibrations and all events are still in- progress. You notice that the goals are not populating as planned.

What is the first task you should run before you correct your configuration?

- A. The Mass Rescind Business Process task for Start Performance Review only, including the subprocesses
- B. The Mass Cancel Business Process task for Start Performance Review only, without the subprocesses
- C. The Mass Cancel Business Process task for Start Performance Review and Launch Calibration, including the subprocesses
- D. The Mass Rescind Business Process task for Start Performance Review and Launch Calibration, without the subprocesses

Answer: A

Explanation:

This scenario deals with testing a Performance Review event that includes calibrations. Since the goals are not populating as expected, you need to reset the process correctly before fixing the configuration.

Here's why the correct choice is Mass Rescind - Start Performance Review (including subprocesses):

- * Rescind vs Cancel
 - * Rescind: Completely removes the business process instance and all of its subprocesses from the system as if it never occurred. This is the proper action during testing, because it clears the data and lets you start fresh with corrected configuration.
 - * Cancel: Stops the process, but leaves historical records behind. This is not ideal for configuration testing, because it doesn't fully reset the process state.
- * Why Start Performance Review only (not Calibration)
 - * Calibration events are tied to performance reviews. If you rescind the performance review, the associated calibration processes are also cleared.
- * If you attempt to rescind or cancel both Performance Review and Calibration separately, it can cause unnecessary complications.
- * Why including subprocesses
 - * Performance Review has multiple subprocesses (e.g., goal population, manager review, employee self-evaluation, calibration triggers).
 - * To fully clear the faulty test run, you must include all subprocesses; otherwise, remnants of the process remain in-progress and may block future testing.
- * Incorrect Options Explained
 - * A. Mass Rescind (Performance Review + Calibration, no subprocesses) # Wrong, because calibration rescinds automatically when

you rescind the review, and leaving out subprocesses creates incomplete cleanup.

* C. Mass Cancel (Performance Review + Calibration, with subprocesses) # Wrong, because Cancel does not fully reset configuration testing.

* D. Mass Cancel (Performance Review only, no subprocesses) # Wrong, same reason: Cancel is insufficient, and leaving subprocesses active breaks cleanup.

References

* Workday Pro Talent & Performance Study Guide - Calibration & Performance Reviews: "When testing configuration errors, rescind the performance review with all subprocesses. Do not cancel, as this preserves process history and does not allow a clean retest."

* ERP Cloud Training - Workday Performance Review & Calibration: "Rescind clears all subprocesses linked to the review, including calibration. Cancel only halts the process without fully removing it."

* Workday Community Documentation - Mass Business Process Actions: Confirms that Rescind fully clears test data, while Cancel leaves records intact.

NEW QUESTION # 49

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. The Await Calibration Completion service step in the Complete Manager Evaluation for Performance Review business process
- D. To Do step on the Complete Manager Evaluation for Performance Review business process

Answer: C

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 step into the Complete Manager Evaluation for Performance Review business 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 # 50

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

Answer: D

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 # 51

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 item and each section.
- **C. The calculation includes an equal weight to each item rated.**
- D. The calculation includes assigned weightings for 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 # 52

Your annual performance review includes goals, feedback, and responsibilities. Your business process includes these steps:

- * Set Review Content
- * Get Additional Reviewers
- * Assess Potential
- * Complete Manager Evaluation

What step will the workflow not use?

- A. Get Additional Reviewers
- B. Complete Manager Evaluation
- **C. Assess Potential**
- D. Set Review Content

Answer: C

Explanation:

- * In Workday's annual performance review process, typical default steps are:
- * Set Review Content# defines template contents (goals, feedback, responsibilities).
- * Get Additional Reviewers# allows adding reviewers.
- * Complete Manager Evaluation# manager provides evaluation.
- * Assess Potential is not part of the performance review process; it belongs to Talent Review / Succession Planning processes.
- * Therefore, the workflow will not use Assess Potential in a performance review.

References:

Workday Performance Review vs. Talent Review process distinction in Pro materials.

Workday configuration: "Assess Potential" is a Talent module step, not part of standard performance review flows.

NEW QUESTION # 53

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