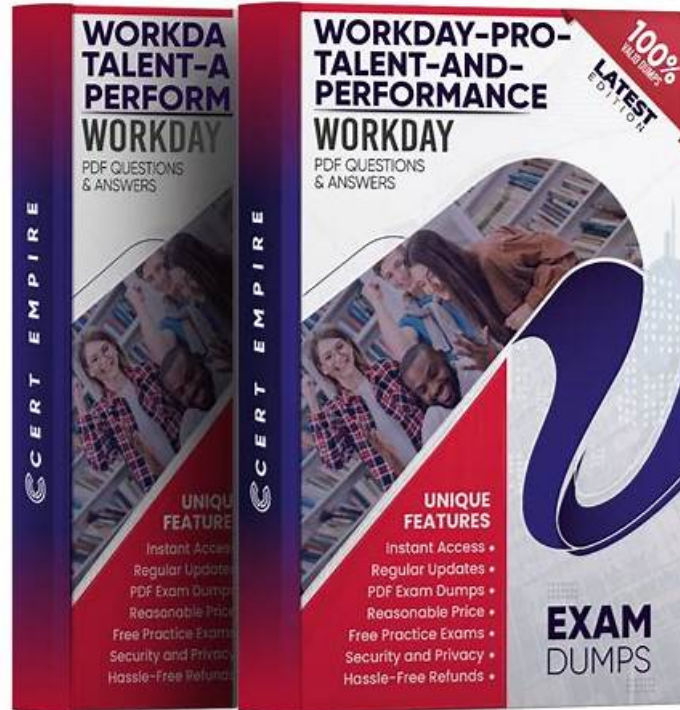


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Workday Workday-Pro-Talent-and-Performance Exam Syllabus Topics:

Topic	Details
Topic 1	<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 2	<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 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"> • 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 5	<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.

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Workday Pro Talent and Performance Exam Sample Questions (Q31-Q36):

NEW QUESTION # 31

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

Answer: D

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 # 32

You would like to use Skills Cloud as the primary source for skill searches.

What task would you access to meet this requirement?

- **A. Maintain Skills and Experience Setup**
- B. Maintain Skill Vendors
- C. Maintain Skill Item Categories
- D. Maintain Skills

Answer: A

Explanation:

* To configure Skills Cloud as the primary source for skill searches, you use the Maintain Skills and Experience Setup task.

* This task controls whether Workday tenant prioritizes Skills Cloud suggestions and searches versus custom skill libraries.

* Incorrect options:

* Maintain Skill Item Categories # categorizes skills, not source priority.

* Maintain Skill Vendors # used for external vendor integrations.

* Maintain Skills # used for creating/editing skills but not selecting Skills Cloud as the default.

References:

Workday configuration guide: Skills Cloud setup.

Workday Pro certification prep: "Maintain Skills and Experience Setup controls whether Skills Cloud is the primary search source."

NEW QUESTION # 33

You want to create an organization goal for the workers in a supervisory organization.

When creating the organization goal, what most recent period defaults into the Goal Period field?

- A. The goal period on any worker record in the supervisory organization.
- **B. The most recent goal period assigned to a goal in the specific supervisory organization.**
- C. The goal period assigned to its immediate superior supervisory organization.
- D. The first goal period created in the tenant.

Answer: B

Explanation:

Comprehensive Detailed Explanation

* When creating an organization goal, Workday defaults the Goal Period field to the most recent goal period used in the specific supervisory organization.

* It does not inherit from superior organizations, worker records, or the first goal period created in the tenant.

* This ensures consistency within the supervisory organization's existing goal cycles.

References:

Workday documentation on Goal Period defaulting behavior.

Workday Pro Talent & Performance guide: "For new organizational goals, the Goal Period defaults to the most recent goal period assigned within that supervisory organization."

NEW QUESTION # 34

An organization wants to assign the same employee on two succession plans.

What task should they use to complete this?

- A. Create Succession Pool
- B. Move Succession Plan
- **C. Manage Succession Plan**
- D. Copy Succession Plan Candidates

Answer: C

Explanation:

* The Manage Succession Plan task allows administrators or managers to assign employees to one or more succession plans, including assigning the same employee to multiple plans.

* Incorrect options:

* A. Create Succession Pool # creates a new pool, unrelated to assigning to multiple plans.

* B. Move Succession Plan # used for plan reorganization, not assigning individuals.

* C. Copy Succession Plan Candidates # duplicates candidate lists from one plan to another, but is not the standard method for assignment.

References:

Workday Succession Planning configuration documentation.

Workday Pro Talent & Performance study guide: "Use Manage Succession Plan to add workers to one or multiple plans."

NEW QUESTION # 35

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

Answer: D

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 # 36

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