

Free PDF 2025 Perfect Workday-Pro-Talent-and-Performance: Workday Pro Talent and Performance Exam Cert Guide



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

Topic	Details
Topic 1	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	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 3	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 4	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 5	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 (Q32-Q37):

NEW QUESTION # 32

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. Maintain Goal Completion Statuses
- B. Create Goal for Worker
- **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 # 33

You are using a performance review template and a goal is not populating into an employee's review.

What could cause this issue?

- **A. The goal due date falls outside the period start and end dates of the template.**
- B. The goal is in Not Started status.
- C. The goal has milestones that are not in Complete status.

- D. The goal was created using the Cascade Goals business process.

Answer: A

Explanation:

- * For a goal to populate into a performance review, its due date must align with the review template's start and end period.
- * If the goal falls outside that timeframe, Workday will not pull it into the review.
- * Other options are not correct:
- * Cascade Goals# does not prevent goals from being included.
- * Milestones not Complete# milestone status does not block goal population.
- * Not Started status# goals can still populate even if not started.

References:

Workday Performance Review setup guide: "Goals populate into reviews if their due dates fall within the template's defined period."

Workday Pro Talent & Performance exam prep: Goal alignment with template period is required.

NEW QUESTION # 34

You want to launch a talent review for a group of workers who do not belong to the same organization.

What option allows for this?

- A. Supervisory Organization
- B. Job Family
- **C. Talent Pool**
- D. Custom Organization

Answer: C

Explanation:

- * To launch a Talent Review for a group of workers who do not share the same supervisory organization, you can use a Talent Pool.
- * Talent pools allow grouping across organizations, job families, or geographies.
- * Incorrect options:
- * Job Family# groups roles, not flexible enough for reviews across diverse workers.
- * Supervisory Organization# too restrictive; only covers workers within that org.
- * Custom Organization# useful for grouping but not directly designed for Talent Review events.

References:

Workday Talent Review configuration: Talent Pools as input populations.

Workday Pro Talent & Performance prep: "Use Talent Pools when reviewing cross-org worker groups."

NEW QUESTION # 35

When a position has a succession plan, what talent attribute identifies the timeframe that you expect a specific worker to move into that position?

- A. Achievable Level
- B. Potential
- **C. Readiness**
- D. Retention

Answer: C

Explanation:

- * In succession planning, the Readiness talent attribute represents the timeframe in which a worker is expected to be ready to move into a position (e.g., "Ready Now," "1-2 Years," "3-5 Years").
- * Incorrect options:
- * A. Achievable Level # indicates the highest role/level a worker may reach, not timeframe.
- * B. Retention # risk of employee leaving, not succession readiness.
- * D. Potential # overall growth capacity, not time-based readiness.

References:

Workday Succession Planning documentation: "Readiness specifies the timeframe for potential successors."

NEW QUESTION # 36

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. Both the Talent Review business process security policy and the Talent Review domain security policy
- C. The Talent Review business process security policy
- D. The Launch Talent Reviews business process 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 # 37

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