

# Premium Workday-Pro-Talent-and-Performance Exam, Workday-Pro-Talent-and-Performance Practice Test Fee

PTE Exam New Format		
Part 1: Speaking		
Topic	Before	After
Real Aoud	6-7	6-7
Repeat Sentence	10-12	10-12
Describe Image	6-7	3-4
Re-tell Lecture	3-4	1-2
Answer Short Question	10-12	5-6
Part 1: Writing		
Topic	Before	After
Summarize Written text	2-3	1-2
Essay	1-2	1-2
Part 2: Reading		
Topic	Before	After
Reading & Writing: Fill in the blanks	5-6	5-6
Reading: Multiple Choice, Choose multiple answers	2-3	1-2
Re-order Paragraphs	2-3	2-3
Reading: Fill in the blanks	4-5	4-5
Reading: Multiple Choice, Choose Single answers	2-3	1-2
Part 3: Section 1- Listening		
Topic	Before	After
Summarize Spoken Text	2-3	1-2
Part 3: Section 2- Listening		
Topic	Before	After
Listening: Multiple Choice, Choose multiple answers	2-3	1-2
Listening: Fill in the blanks	2-3	2-3
Highlight Correct Summary	2-3	1-2
Listening: Multiple Choice, Choose Single answers	2-3	1-2
Select missing word	2-3	1-2
Highlight Incorrect Words	2-3	2-3
Write From Dictation	3-4	3-4
Important Changes		
Critical Changes		
No Changes		

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

Topic	Details
Topic 1	<ul style="list-style-type: none"> <li>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.</li> </ul>
Topic 2	<ul style="list-style-type: none"> <li>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.</li> </ul>
Topic 3	<ul style="list-style-type: none"> <li>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.</li> </ul>

Topic 4	<ul style="list-style-type: none"> <li>• 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.</li> </ul>
Topic 5	<ul style="list-style-type: none"> <li>• 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.</li> </ul>

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## Workday Pro Talent and Performance Exam Sample Questions (Q42-Q47):

### NEW QUESTION # 42

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 assigned to its immediate superior supervisory organization.
- **B. The most recent goal period assigned to a goal in the specific supervisory organization.**
- C. The goal period on any worker record in the 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 # 43

An organization has recently started the talent review process. A manager wants to take action on assigned tasks, while also viewing the team's current performance ratings and potential assessments.

What report would allow the manager to do so?

- A. Talent Snapshot report
- B. My Team's Performance Reviews report
- **C. Talent Review Status Summary report**
- D. Employee Review Status Summary report

**Answer: C**

Explanation:

- \* The Talent Review Status Summary report provides managers with visibility into their team's current performance ratings, potential assessments, and status within the talent review cycle.
- \* It also allows them to take action on assigned tasks during the process.
- \* Incorrect options:
  - \* A. Employee Review Status Summary # shows progress of performance reviews, not talent reviews.
  - \* C. My Team's Performance Reviews # focused only on performance review tasks.
  - \* D. Talent Snapshot # shows detailed worker profiles, not task/action tracking in talent reviews.

References:

Workday delivered reporting catalog.

Workday Pro Talent Review training content.

#### NEW QUESTION # 44

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

**Answer: A**

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 # 45

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 # 46

What field does Workday require when you create a competency?

- A. Category

- B. Proficiency Rating Scale
- **C. Name**
- D. Competency Description

**Answer: C**

Explanation:

When creating a Competency in Workday Talent & Performance, the system enforces certain required fields.

\* Name:

\* This is the mandatory field. Every competency must have a name so it can be identified in job profiles, performance reviews, and talent pools.

\* Without a name, Workday will not allow you to save or proceed.

\* Proficiency Rating Scale:

\* This is important for measuring competencies (e.g., Basic # Intermediate # Advanced # Expert).

\* However, it is not required at the point of creation. If you don't assign one, the system can still save the competency, though you may not be able to rate employees effectively without linking a scale later.

\* Competency Description:

\* Highly recommended for clarity and reporting.

\* But this field is optional, not enforced by Workday.

\* Category:

\* Used to group competencies (e.g., Leadership, Technical, Communication).

\* Again, optional and for organizational purposes only.

Thus, while other fields add functionality and structure, the only required field to create a competency is the Name.

#References

\* Talent & Performance Learning Material: Competencies are created with "Name" as required, while "Description, Proficiency Scale, and Category" are optional metadata used to support evaluation and reporting.

\* Workday Pro Talent & Performance study outlines: Under the Competencies section, it explicitly states: "The only mandatory field is Name. Description, Proficiency Rating Scale, and Category are optional fields that can be configured for richer competency management." #web source Talent & Performance training + community notes#

\* ERP Cloud Training - Workday Talent & Performance course: Highlights that "Name is required when creating a competency; all other fields are optional depending on business needs."

## NEW QUESTION # 47

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