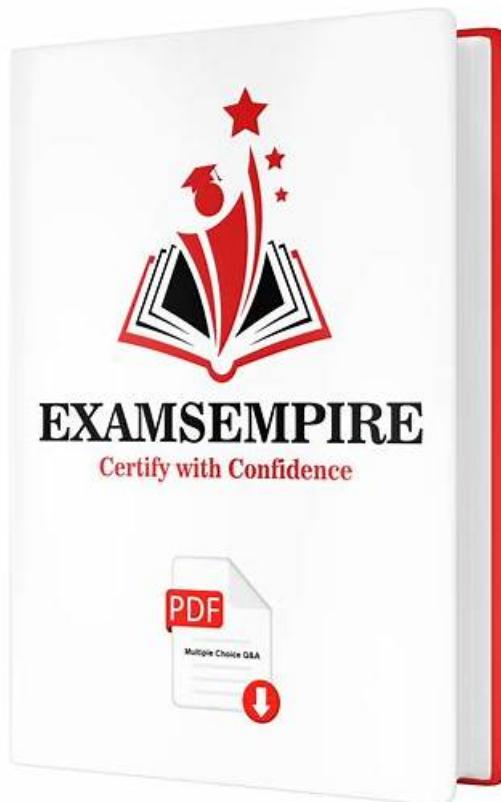


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Workday Workday-Pro-Talent-and-Performance Exam Syllabus Topics:

Topic	Details
Topic 1	<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 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">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"> 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 (Q17-Q22):

NEW QUESTION # 17

What do you use a talent pool for?

- A. To organize and segment groups of workers for development.
- B. To create a short list of ranked candidates who are preparing to take over a position.
- C. To organize workers by hierarchical structure.
- D. To assess the readiness of internal candidates and consider external candidates for job profiles.

Answer: A

Explanation:

- * Talent Pools are designed to group employees for development and succession planning purposes.
- * They help organizations track readiness, identify high potentials, and prepare workers for future roles.

* Incorrect options:

- * A. Organizing by hierarchy is done via Supervisory Organizations, not talent pools.
- * B. A short list of ranked candidates is closer to Succession Planning, not talent pools.
- * D. Assessing readiness for job profiles (including external candidates) is Succession Planning, not pools.

References:

Workday Talent Management Guide: "Talent pools are collections of workers for development and growth opportunities." Workday Pro Talent & Performance certification prep.

NEW QUESTION # 18

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. Custom Organization
- C. Talent Pool
- D. Job Family

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 # 19

Which configuration is responsible for determining what actions employees and managers can take during a talent review?

- A. Employee potential
- **B. Talent review template rule**
- C. Organization membership
- D. Domain security

Answer: B

Explanation:

This question is about Talent Reviews in Workday and what drives the permissions or actions that employees and managers can take during the review process.

Let's analyze the choices:

- * A. Organization membership
 - * Incorrect.
 - * Organization membership (e.g., supervisory org, talent pool) determines which workers are included in the review.
 - * It does not determine what actions managers or employees can take.
- * B. Employee potential
 - * Incorrect.
 - * Employee potential is a attribute (like performance, loss impact, retention risk) used for evaluation in the talent review grid.
 - * It informs the content of the review, not the actions available to participants.
- * C. Domain security
 - * Partially correct but not the best answer.
 - * Domain security determines who has access to initiate or view Talent Reviews, but it does not drive process actions inside the review (such as rating, adding notes, or calibrating).
- * D. Talent review template rule
 - * Correct.
 - * The Talent Review Template Rule defines the configuration of the talent review process, including:
 - * Which sections appear (e.g., 9-box grid, attributes, notes).
 - * Which actions participants (employees, managers, HR partners) can perform.
 - * Whether calibration is enabled, whether participants can move employees between grid boxes, and other interactive review behaviors.
 - * This is the configuration responsible for controlling what employees and managers can do during a talent review event.

Therefore, the correct answer is Talent review template rule.

#References

- * Workday Pro Talent & Performance Certification Guide - Talent Reviews: "The talent review template rule determines the structure of the review and what actions participants may take during the review."
- * ERP Cloud Training - Workday Talent Reviews: "Template rules control functionality such as allowing participants to update potential ratings, add notes, or move workers in the grid. Security domains only manage access."
- * Workday Community Documentation - Talent Review Configuration: Confirms that template rules define the actions and behaviors within a talent review session.

NEW QUESTION # 20

Refer to the following scenario to answer the question below.

Maintain Goal Setup

Configure Individual Goals

1 item

Process	*Field	*Criteria	Enforce Required in Web Services	Hidden For	Required For
Manage Goals	<input type="button" value="+"/>				

> **More Information**

Configure Organization Goals

Organization Alignment

Organization Goal Allows Organization Alignment Through Hierarchy

Default Organization Goal to Private

Enable Percent Complete

Allow Automatic Calculation of Percent Complete

Configure Goals In Reviews

Lock Goals Associated with In Progress Reviews

Allow Deletion of Goals Associated with Reviews

Allow Ordering of Goals in Reviews

Maintain Goal Units Maintain Goal Payout Bands Configure Talent Tags Maintain Goal Categories Maintain Goal Periods Maintain Goal Completion Statuses

An enterprise creates organizational goals that include the following criteria:

- * The organizational goals span five years.
- * Workers can align their individual goals with the organizational goals.
- * Workers must provide a description for each individual goal.
- * Each individual goal must fall within one of three groupings.

The current five-year timeframe for organizational goals is ending and you want to create new organizational goals.

What task do you use to create the next five-year cycle?

- A. Maintain Goal Completion Statuses
- B. Maintain Goal Payout Bands
- **C. Maintain Goal Periods**
- D. Maintain Goal Categories

Answer: C

Explanation:

- * Organizational goals are tied to goal periods, which define the timeframe (e.g., annual, multi-year, or in this case, a five-year cycle).
- * When the current five-year period ends, you must create a new goal period in order to define the next cycle of organizational goals.
- * The other tasks do not apply here:
- * Maintain Goal Categories# defines groupings such as Innovation, Financial, Productivity, but does not manage timeframes.
- * Maintain Goal Payout Bands# used for goal-linked compensation or incentive payouts.
- * Maintain Goal Completion Statuses# manages status labels such as "Not Started, In Progress, Complete," not periods.

Therefore, to establish the next five-year organizational goal cycle, you use the Maintain Goal Periods task.

References:

Workday Talent & Performance configuration documentation: "Maintain Goal Periods allows organizations to define new cycles (e.g., annual or multi-year) for organizational and individual goals." Workday Pro Talent & Performance certification material: "Organizational goal cycles are created and managed via Maintain Goal Periods."

NEW QUESTION # 21

You want to configure your Performance Review business process so that other users can rate an employee's competencies. Which subprocesses do you configure for this?

- A. Get Additional Reviewers for Performance Review and Complete Additional Evaluation for Performance Review
- B. Get Additional Manager Evaluation for Performance Review and Complete Additional Evaluation for Performance Review
- C. Get Additional Manager Evaluation for Performance Review and Complete Additional Manager Evaluation for Performance Review
- D. Get Additional Reviewers for Performance Review and Complete Additional Manager Evaluation for Performance Review

Answer: A

Explanation:

- * To allow other users (besides the direct manager) to rate competencies:
- * UseGet Additional Reviewers for Performance Review# allows nominating additional evaluators.
- * Then useComplete Additional Evaluation for Performance Review# routes the evaluation step to the selected additional reviewers.
- * Incorrect options mix up "Additional Manager" with "Additional Reviewer." Managers are a subset, but to include broader participants, the correct subprocesses areReviewers + Evaluation.

References:

Workday Performance Review BP design documentation.

Workday Pro Talent & Performance exam material:"For additional reviewers (not limited to managers), configure Get Additional Reviewers + Complete Additional Evaluation subprocesses."

NEW QUESTION # 22

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