

Workday-Pro-Talent-and-Performance Actualtest, Workday-Pro-Talent-and-Performance Question Explanations



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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">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 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"> • 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.

Workday Pro Talent and Performance Exam Sample Questions (Q18-Q23):

NEW QUESTION # 18

You recently created a talent pool to help develop potential new managers. You added ten managers to the pool. Now you want to assign two self-development goals to each member of the talent pool.

What task allows you to assign those two goals to all members in one event?

- A. Maintain Goals Setup
- B. Manage Organization Goals
- **C. Add Goal To Employees**
- D. Create Goal for Worker

Answer: C

Explanation:

In Workday Talent & Performance, when you want to assign goals to a group of employees (such as everyone in a talent pool), you must use the "Add Goal To Employees" task.

Here's why:

- * Create Goal for Worker
- * This task is specific to one worker at a time. It would not allow you to mass-assign goals to multiple workers.
- * Suitable when you want to add a goal for an individual employee.
- * Manage Organization Goals
- * Used to define organization-wide goals (e.g., company objectives).
- * These can be cascaded, but they are not tied to an action that assigns two goals directly to all members of a talent pool.
- * Maintain Goals Setup
- * This is for configuring goal settings (e.g., categories, weights, behaviors) at the tenant level.
- * It doesn't execute the action of assigning goals to workers.
- * Add Goal To Employees
- * Specifically designed for mass goal assignment.
- * You can select multiple employees (for example, all 10 members of your talent pool) and assign the same goals in a single event.
- * This is the only option that fulfills the requirement of assigning two self-development goals to all members in one step.

#References

- * Talent & Performance Study Guide topics:
- * Goal Management: Covers the difference between worker-specific vs. mass goal actions.
- * Talent Pools: Workday documentation explains that pools are often used for succession planning and development, and "Add Goal to Employees" is the correct bulk action for assigning development activities.
- * External Training Reference: ERP Cloud Training notes that "The Add Goal To Employees task allows administrators to assign multiple goals across groups such as talent pools or organizations, enabling faster alignment with development plans." #web source on Talent & Performance training#
- * Workday Pro Talent & Performance Flashcards: Confirm that the correct way to mass assign goals is via Add Goal To Employees task, not Manage Organization Goals (which is only for defining org-level goals).

NEW QUESTION # 19

You want to launch performance reviews with calibration. However, during calibration you do not want managers to receive performance review-related Inbox tasks.

What step should you add to the configuration to allow this?

- A. The **Await Calibration Completion** service step in the Complete Manager Evaluation business process
- B. The Shared Participation step in the Launch Calibration business process
- C. The Update Performance Review Ratings for Manager Evaluation step in the Complete Manager Evaluation business process
- D. A To Do step in the Launch Calibration business process

Answer: A

Explanation:

* To prevent managers from receiving Inbox tasks during calibration, you configure the **Await Calibration Completion** service step in the **Complete Manager Evaluation** BP.

* This holds manager evaluation tasks until calibration is finalized.

* Incorrect options:

* To Do step in **Launch Calibration** only provides reminders, does not prevent tasks.

* Update Performance Review Ratings step allows updates after calibration but doesn't prevent tasks.

* Shared Participation step controls collaboration in calibration, not blocking Inbox tasks.

References:

Workday calibration process documentation.

Workday Pro certification: "Use **Await Calibration Completion** to pause manager evaluations until calibration ends."

NEW QUESTION # 20

You want to define level-based behavioral indicators for proficiency ratings on a competency.

What criteria can you use?

- A. Management Level
- B. Talent Pool
- C. **Job Profile**
- D. Supervisory Organization

Answer: C

Explanation:

* Behavioral indicators can be tied to proficiency rating levels on a competency to describe expected behaviors at each level.

* These indicators are assigned by **Job Profile**.

* Other options (Supervisory Organization, Management Level, Talent Pool) are not used to define behavioral indicators.

* Linking by **Job Profile** allows organizations to customize behaviors expected for different roles.

References:

Workday Talent & Performance competency management documentation.

Workday Pro Talent & Performance training material: "Behavioral indicators are assigned at the job profile level to define expected behaviors for each proficiency rating."

NEW QUESTION # 21

You want to create a performance review template with only an Overall section where the manager has to choose a rating.

What configuration option accomplishes this?

- A. Calculated Ratings with Overrides
- B. Manual Entry
- C. Calculated Ratings with No Overrides
- D. **Prompt for Overall Rating**

Answer: D

Explanation:

* When you want a performance review template with only an Overall section, the correct configuration is **Prompt for Overall Rating**.

- * This option requires the manager to provide a single overall rating without averaging or weighting items.
- * Other options:
 - * Manual Entry# applies to ratings on items, not a single overall section.
 - * Calculated Ratings with No Overrides# automatically calculates from section ratings (not desired here).
 - * Calculated Ratings with Overrides# allows calculation plus manual override, but still requires sections/items.

References:

Workday review template setup documentation.

Pro exam study notes:"Use Prompt for Overall Rating when only an overall section rating is required."

NEW QUESTION # 22

A manager wants to cascade a goal to several workers.

What option is available in the Add Goal to Employees task?

- A. Organizations
- B. Succession Pool
- C. Job Family
- D. Job Profile

Answer: A

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 # 23

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