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Workday Pro Talent and Performance Exam

Workday Workday-Pro-Talent-and-Performance

Version Demo

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QUESTION NO: 1

An enterprise has specialized internal capabilities that are not represented consistently in the available skill suggestions. The enterprise wants administrators to curate its own approved skill list and use those skills as search facets in reports.

What type of skills should the enterprise create?

A. Skills Cloud skills

B. Suggested skills

C. Maintained skills

D. Synonymous skills

ANSWER: C

Explanation:

Maintained skills are correct because administrators can create and govern customer-specific skills that reflect the enterprise's own terminology and reporting requirements. These skills can be used to support consistent search and reporting.

Skills Cloud skills are part of Workday's skills ontology, while suggested and crowdsourced skills do not provide the same administrator-controlled enterprise list required by the scenario. Synonymous skills describe relationships between skill terms rather than the customer-maintained skill type.

QUESTION NO: 2

What functionality prevents managers from having visibility to peer-to-peer feedback?

A. Private Feedback

B. Confidential Feedback

C. Feedback Badges

D. Anonymity

ANSWER: A

Explanation:

Private Feedback is the functionality that prevents a manager from viewing peer-to-peer feedback. When feedback is designated private, its visibility is restricted to the feedback recipient, allowing colleagues to share feedback directly without it becoming part of the manager-visible feedback record. This supports situations in which workers need to exchange developmental, timely, or candid feedback while retaining control over who can access it. In Workday's talent-management approach, feedback is a component of ongoing performance and development conversations, and configured feedback visibility determines the audience for individual feedback entries. Private Feedback therefore provides the required recipient-only visibility behavior and ensures that a worker's manager does not have access to that peer-provided feedback. For broader context on Workday performance and talent capabilities, see Workday Performance Management. Workday customers can also consult the role-based product documentation and configuration guidance in the Workday Community for their tenant's enabled feedback features and security configuration.

QUESTION NO: 3

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. Add Goal To Employees

B. Maintain Goal Completion Statuses

C. Create Goal for Worker

D. Manage Organization Goals

ANSWER: D

Explanation:

Manage Organization Goals is the appropriate task because it supports creating and maintaining goals at an organizational level, such as a division, rather than only recording a goal for one individual worker. A division manager can define the goal in the context of their organization and make it available for the workers who belong to that organization, including their direct reports. This supports alignment: organizational priorities can be translated into goals for the teams responsible for delivering them, while managers retain ownership of the division-level goal and can monitor progress within their management structure.

In Workday Talent Management, goals are intended to connect broader business and organizational objectives with individual worker goals and performance activities. Using an organization-goal process is therefore the suitable approach when the source goal belongs to a division and must be distributed through that division's reporting population. The manager can establish a consistent goal for the team rather than manually recreating unrelated worker-level goals. Workday describes Talent Management as supporting goal alignment and ongoing performance conversations across the organization. See Workday Talent Management and Workday Performance Management.

QUESTION NO: 4

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

What criteria can you use?

A. Supervisory Organization

B. Job Profile

C. Management Level

D. Talent Pool

ANSWER: B

Explanation:

Job Profile is the appropriate criterion for defining level-based behavioral indicators for competency proficiency ratings. In Workday Talent and Performance, behavioral indicators provide observable descriptions of what proficiency looks like at each rating level, making a competency assessment more consistent and meaningful. Associating those indicators with a job profile lets an organization tailor expected behaviors to the work performed in a particular role. For example, the same competency can have different practical expressions for an individual contributor role and for a specialized professional role, even when both use the same underlying proficiency scale. This job-based configuration supports relevant talent assessments, development discussions, and performance feedback because workers and managers can evaluate behaviors against expectations that fit the role. It also enables organizations to reuse competency frameworks while maintaining role-specific detail where needed. Workday describes its Talent Management capabilities as connecting skills, career development, and talent processes across the workforce; role-aligned competency expectations are a key application of that approach. See Workday Talent Management and Workday Human Capital Management.

QUESTION NO: 5

A Talent Lead security group has been granted permission to initiate the Launch Talent Reviews business process. During testing, members of the group can start the process, but they cannot access the talent review information required to select the review population.

What additional configuration is required?

A. The Talent Review domain security policy

B. The Talent Review business process security policy

C. The Start Performance Review business process security policy

D. The Manage Succession Plan business process security policy

ANSWER: A

Explanation:

The Talent Review domain security policy must also be updated. The business process security policy allows the Talent Lead group to initiate the Launch Talent Reviews process, but domain security controls access to the Talent Review functionality and data used by that process.

Updating only the business process policy permits initiation without providing the functional access needed to work with the review population. The Talent Review business process security policy does not replace the required domain security access.

QUESTION NO: 6

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 Item Categories

C. Maintain Skill Vendors

D. Maintain Skills

ANSWER: A

Explanation:

Maintain Skills and Experience Setup is the correct task because it contains the tenant-level configuration for Skills and Experience functionality, including the source Workday uses to support skill search behavior. Selecting Skills Cloud in this setup establishes Workday's machine-learning skills ontology as the primary source for searches, allowing users to find standardized, continuously curated skills and receive relevant skill results across supported talent experiences. This is an implementation and configuration decision rather than an activity performed while maintaining an individual skill record. The setup task is therefore the appropriate place to align the tenant's skill-search experience with the organization's decision to use Skills Cloud as its primary source. Skills Cloud is designed to provide a common skills foundation that helps organizations identify, understand, and use workforce skills consistently in talent processes. Workday describes Skills Cloud as its universal skills ontology and explains how it supports skills-based talent management in its Skills Cloud overview. Additional context on Workday's skills-based talent capabilities is available in the Talent Management product overview.