

## Workday Talent Management

Today's talent management strategies need to be flexible, not only for managing talent transactions but also for providing instant insight to help you make critical talent decisions. Workday incorporates people, business, and talent data into a single system, providing the accuracy and agility businesses need for a world-class workforce.

### Understand, align, and develop your workforce

Workday gives you detailed insight into your workforce to drive organisational growth.

- **Tap into the power of your workforce:** Use employee data – such as behaviours, productivity, skills, and aspirations – to realise the full value workers can deliver.
- **Lead change:** Understand your workers' skills and capabilities, inform global business planning, and achieve strategic objectives.
- **Develop your workforce:** Fill gaps with top internal, external, and contingent candidates. Easily assess individuals, recruit, and take action – all from your browser or mobile device.
- **Engage your people:** Provide continuous and periodic feedback as well as regular check-ins to drive engagement and enhance the strength of your workforce.

### Discover value within your team

#### The professional profile

Your existing workforce may be the best place to begin a search for talent. Workday combines your core HR information with direct and contingent worker-generated skills and experience data, delivering a comprehensive picture of the rich talent that already exists in your organisation. Skills profiles that articulate qualifications for jobs and career paths can be used as recruiting templates for finding qualified internal workers or filling open positions. Request professional profile updates during the onboarding and cross-boarding processes to capture information at an optimal time.

#### Competency management

The Workday competency framework allows you the flexibility to configure a competency library, define competency profiles with specialities, and assess profiles and behaviours. Competencies can be set at multiple levels, and assessments can occur individually or as part of a review or calibration process.

### Key product areas

- Professional profile
- Continuous feedback
- Survey campaigns
- Embedded analytics
- Goal management
- Performance management
- Talent review
- Calibration
- Succession planning
- Career and development planning
- Mobile

### Key benefits

- Eliminate costly integrations with core HCM, compensation, recruiting, workforce planning, and talent systems
- Align your workforce with your organisation's goals and initiatives
- Gain visibility into talent strengths, risks, and suggested actions through fully incorporated reporting and analytics
- Encourage continuous collaboration through regular check-ins and anytime feedback

## Understand your workforce

### Surveys

Drive productivity and enable better decision-making through Workday surveys. Admins and managers can easily create and distribute surveys (via a link or Workday notification) that employees can complete from any device. The survey dashboard allows administrators to monitor all survey campaigns from a central location.

### Reporting and dashboards

Embedded reporting in Workday incorporates talent analytics within transactions to provide relevant insight and inform decisions in real time. Workday also combines talent data with other worker information, such as last promotion, vested stock, or management changes, to predict retention risk, employee potential, or organisational health – and even recommends appropriate actions.

Workday makes it easy to view talent holistically and compare workers through configurable talent cards, N-box, matrix, and search reports. HR can provide business manager dashboards, created without IT help, that compile drillable reports and enable managers to take immediate action.

## Guide the organisation

### Goal alignment

Workday allows you to align your team from the top down with cascading organisational goals. Assign additional team goals and develop personal goals at the worker level, and add trackable goal attributes to provide specificity. Collaborate on goals through comment streams, and build engagement by enabling employees to create, edit, and review goals on their mobile devices.

### Flexible review framework

Easily configure continuous or periodic review processes without IT help by employing the Workday configurable business process framework. Workday allows businesses to conduct performance reviews on contingent workers as well as on employees.

## Calibration

The configurable calibration feature in Workday ensures consistent measurement across managers. Workday automatically plots workers based on configuration rules, then allows users to move workers, adjust ratings, or compare assessed versus calibrated results for deeper analysis.

## Succession planning

Having successors in place for strategic positions is key to long-term success. Succession planning in Workday lets you identify critical roles for succession, nominate internal and external candidates, assess readiness, target development needs, and create succession pools and plans. Once plans are active, Workday generates alerts and notifications to help you monitor the health of your plans.

## Develop workers

### Real-time feedback

The flexible Workday framework allows feedback to be given or requested, named or anonymous, free-form or templated, and included in the review process if desired.

### Mentoring and connections

Help employees learn from each other and share know-ledge. Through the Workday mentorship and connections framework, employees can establish meaningful relation-ships, helping them feel more engaged and connected.

### Opportunity graph

Empower workers by helping them envision their next internal career moves. The opportunity graph illustrates the history of transitions from a given job profile so your workers can understand the breadth of opportunities and develop skills to prepare for potential moves.

### Mobile access and action

Talent in Workday is supported on any browser or mobile device, with native apps on iPhone and Android. With a completely seamless transition between browser and mobile, you can take action anytime, anywhere.



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