

**Exam Code: C\_THR82\_2405**

**Exam Name: SAP Certified Associate - Implementation Consultant - SAP SuccessFactors Performance and Goals**



## Exam A

### QUESTION 1

What is enabled when you configure the Reject button?

Note: There are 2 correct answers to this question.

- A. Forms can be routed to the previous step in the modify stage.
- B. Managers can recall the form from the signature step in Team Overview.
- C. Administrators can route the form.
- D. Users can reject the form in the signature step and send it back to be edited.

**Correct Answer: A, D**

**Section:**

### QUESTION 2

Which of these options in the Search and Filter Fields tab under Manage Calibration Settings can you control when setting up a Calibration session?

Note: There are 2 correct answers to this question.

- A. You can select additional fields to be displayed in the results table, in addition to the default search result fields.
- B. You CANNOT select additional fields to be displayed in the results table, in addition to the default search result fields.
- C. You can select custom filters to be used in people search when you set up a Calibration Session.
- D. You can select Filter fields for the filter function across all views in the Calibration Session.

**Correct Answer: A, D**

**Section:**

### QUESTION 3

What does the 'Enable force route button in validation step' calibration feature do?

- A. Automatically routes forms to the next step in the route map after a Calibration Session is finalized
- B. Automatically populates valid participants and subjects based on the Calibration Session owner
- C. Enables the option for the facilitator to edit ratings and finalize forms in the Calibration Session
- D. Enables the option to route existing forms into the calibration route map step when setting up a Calibration Session

**Correct Answer: D**

**Section:**

### QUESTION 4

Which of the following action permissions can you configure in the goal plan template?

Note: There are 3 correct answers to this question.

- A. Share goal
- B. Cascade push
- C. Lock goal

- D. Move goal
- E. Mass assign goal

**Correct Answer: A, B, D**

**Section:**

#### QUESTION 5

Which of the following are possible for the manager-initiated Calibration Sessions?

Note: There are 2 correct answers to this question.

- A. Direct reports can be added as participants.
- B. Direct reports can be added as subjects.
- C. Calibration views can be modified by managers.
- D. Default facilitator(s) CANNOT be changed.

**Correct Answer: B, D**

**Section:**

#### QUESTION 6

How are competencies populated in the competency section of a form?

Note: There are 3 correct answers to this question.

- A. Competencies mapped to the users' job roles by the administrator are visible in the Job Specific Competency section.
- B. Competencies are hard-coded in the Custom Competency section from Manage Templates or in the XML.
- C. Users add competencies manually in the form when the section is <configurable='true'>.
- D. Managers assign Core Competencies to their direct reports from the Org Chart.
- E. Administrators assign competencies to users from Admin Center.

**Correct Answer: A, B, C**

**Section:**

#### QUESTION 7

Which of the following are options in the Review Information section of the performance form?

Note: There are 2 correct answers to this question.

- A. Only fixed dates set at form template level can be made editable in the section.
- B. Custom elements can be added.
- C. Review dates are hard-coded from Form Template Settings.
- D. This section type is generally disabled for end users.

**Correct Answer: C, D**

**Section:**

#### QUESTION 8

Where can you export and import translations of a performance form in Admin Center?

- A. In Manage Languages

- B. In Text Replacement
- C. In Import Translations
- D. In Manage Form Label Translations

**Correct Answer: D**

**Section:**

#### QUESTION 9

Which features can be enabled and disabled in the Configuration page in Admin Center for the latest version of continuous performance management (CPM)?

Note: There are 3 correct answers to this question.

- A. Support multiple roles.
- B. Add activities.
- C. Prevent feedback deletion by users.
- D. Provide discussion topics.
- E. Access the Delete Continuous Feedback page.

**Correct Answer: A, C, D**

**Section:**

#### QUESTION 10

Which of the following applies to the Employee Information section?

- A. Custom elements can be included.
- B. First Name and Last Name CANNOT be removed.
- C. Elements CANNOT be reordered.
- D. New elements will become visible in the display options in Manage Templates.



**Correct Answer: B**

**Section:**

#### QUESTION 11

What can users do with a form during a collaborative route map step?

- A. The form is in all the collaborative step participants' inboxes at the same time, but only one user can make edits at a time.
- B. The form can be sent back and forth between the different users of the collaborative step before moving to the next step.
- C. The form is in all the collaborative step participants' inboxes at the same time and all users can edit the form simultaneously.
- D. The form can be sent to another user with the Get Feedback button.

**Correct Answer: A**

**Section:**

#### QUESTION 12

What can you do in Admin Center ---> Form Template Settings?

Note: There are 2 correct answers to this question.

- A. Download the latest XML file of a template.

- B. Upload an XML file in order to update an existing template.
- C. Delete a template.
- D. Upload an XML file in order to create a new template.

**Correct Answer: A, D**

**Section:**

#### **QUESTION 13**

How can you configure the Other's Rating tab in a performance form template?

Note: There are 2 correct answers to this question.

- A. You CANNOT restrict access at the field level to see only ratings or comments.
- B. You can select None, Disabled or Enabled as permission types for the Other's Rating tab.
- C. For your ratable sections, you can restrict access at section level of the Others' Rating tab.
- D. You can restrict access to the Others' Rating tab from Manage Templates > General Settings.

**Correct Answer: C, D**

**Section:**

#### **QUESTION 14**

What can you do to a competency in Admin Center?

Note: There are 2 correct answers to this question.

- A. Associate a competency with an achievement.
- B. Edit the competency description.
- C. Mark the competency as core.
- D. Remove a job-specific competency from an existing form.

**Correct Answer: B, C**

**Section:**

#### **QUESTION 15**

The standard goal plan template includes four goal categories. Your customer wants to use only three of the standard categories. How do you delete a goal category from the goal plan template?

Note: There are 2 correct answers to this question.

- A. Remove the permission to view the category in the goal plan XML template.
- B. Delete all the code for the unwanted category from the goal plan XML template.
- C. Choose the Delete icon next to the category name in Admin Center ---> Manage Templates.
- D. Delete the Plan Layout section from the goal plan XML template.

**Correct Answer: B, C**

**Section:**

#### **QUESTION 16**

Which of the following scale-type options are supported in 360 Reviews, SAP Fiori Version?

Note: There are 3 correct answers to this question.



- A. STAR
- B. HORIZONTAL\_RADIO
- C. DROPDOWN
- D. FREETEXT
- E. CIRCLE

**Correct Answer: A, C, E**

**Section:**

**QUESTION 17**

A user is uploading attachments to activities in continuous performance management (CPM). Which of the following are possible?

Note: There are 2 correct answers to this question.

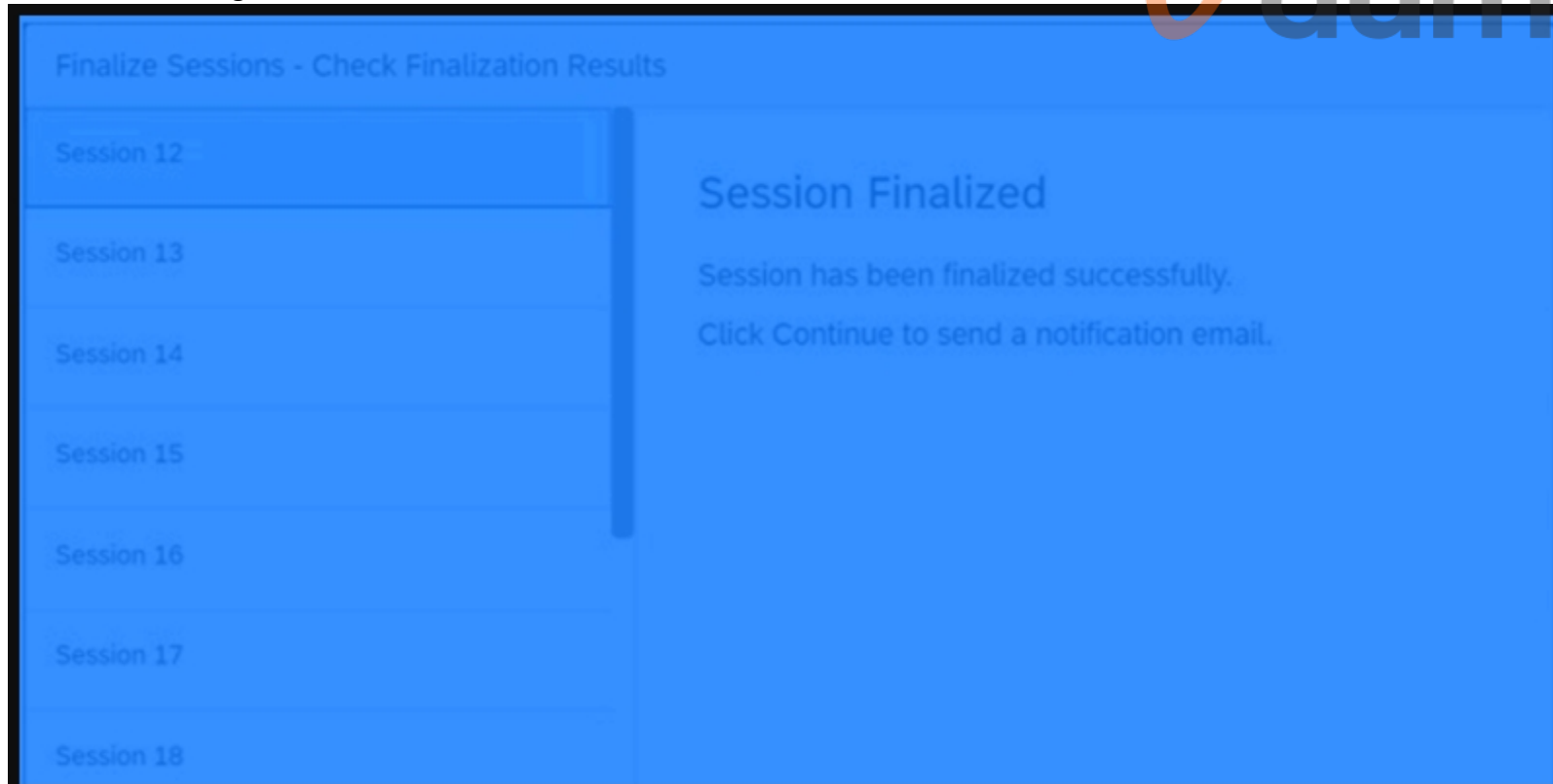
- A. The user can upload a maximum of 5 attachments per activity.
- B. The user can upload attachments to activities in both legacy and latest CPM versions.
- C. The user can upload an attachment to their own activity or to an activity created on their behalf.
- D. The user can only download an attachment they have previously uploaded.

**Correct Answer: A, C**

**Section:**

**QUESTION 18**

Review the following images. In the first image, the administrator is finalizing several Calibration Sessions at once. But, in the second image, the administrator receives this warning message. What does the warning message in the second image mean?



- A. The number of sessions to be finalized exceeds the Online Mass Finalization Threshold set in Calibration Settings.
- B. NO sessions will be finalized, regardless of the Online Mass Finalization Threshold set in Calibration Settings.

- C. The number of sessions to be finalized exceeds the default Online Mass Finalization Threshold of 25.
- D. NO sessions will be finalized, regardless of the default Online Mass Finalization Threshold of 25.

**Correct Answer: C**

**Section:**

**QUESTION 19**

A manager is giving feedback to an employee using Generative AI.

Which of the following outputs can be retrieved by the AI-Assisted Writing in this scenario?

Note: There are 2 correct answers to this question.

- A. The manager can use AI to change the tone of the writing and make it personable.
- B. The manager can use AI to link the feedback given to a specific activity.
- C. The manager can use AI to make the feedback actionable.
- D. The manager can use AI to add an attachment to the feedback that was given.

**Correct Answer: A, C**

**Section:**

**QUESTION 20**

Which of the following are possible for the distribution range and group of ratings in guidelines for Calibration Sessions? Note:

There are 3 correct answers to this question.

- A. An orange bar will indicate that the actual distribution does NOT match the guideline in the Dashboard and Executive Review views.
- B. The total distribution must be exactly 100% for each calibration element, even if distribution ranges are set up.
- C. Operators, such as <, >, >=, <=, =, and 'is between' are supported.
- D. Multiple ratings can be grouped together under the same distribution guideline.
- E. Any data source, other than Performance, supports distribution range and group of ratings in guidelines.

**Correct Answer: B, C, E**

**Section:**

**QUESTION 21**

Your customer has 5 unique competencies for individual contributors and 5 for managers. The competencies will be translated into 11 languages and will auto-populate on a multi-language performance review form based on job code. What attribute must be shared for all translations of the same competency to meet this requirement?

- A. Library name
- B. Did
- C. Category
- D. GUID

**Correct Answer: D**

**Section:**

**QUESTION 22**

A customer wants to allow an HR representative to create a new form from the Performance tab for their HR reports only. What should the customer do to achieve this?

Note: There are 2 correct answers to this question.

- A. In Form Template Settings, change the Default Targets to HR Reports Only.
- B. In RBP > General User Permission, grant permission to Create Forms.
- C. In RBP > Manage Form Templates, grant permission to Mass Create Form Instances (Launch forms now).
- D. In Form Template Settings, enable Allow form creator to select anyone as the subject.

**Correct Answer: B, D**

**Section:**

#### **QUESTION 23**

Which of the following are possible in the Ask for Feedback feature?

Note: There are 2 correct answers to this question.

- A. Ask for Feedback responses can be displayed in the Supporting Information pod in the performance form.
- B. Ask for Feedback responses in Team Overview are always visible to both the manager and the matrix manager.
- C. The Ask for Feedback system label in US English can be customized from Text Replacement.
- D. Ask for Feedback data, including the content of the feedback, is reportable in Table Reports.

**Correct Answer: A, C**

**Section:**

#### **QUESTION 24**

When will ratings be displayed as a drop-down list?

Note: There are 3 correct answers to this question.

- A. When hiding numeric values
- B. When showing numeric values
- C. When using rating scales below 5 points
- D. When using matrix grid rating scales
- E. When using rating scales over 5 points

**Correct Answer: A, D, E**

**Section:**

#### **QUESTION 25**

If you are using distribution guidelines in calibration, where are they visible?

Note: There are 3 correct answers to this question.

- A. Executive review
- B. Dashboard view
- C. List view
- D. Matrix Grid view
- E. Bin view

**Correct Answer: A, B, E**

**Section:**





**QUESTION 26**

Which rating is the rating of record in a Performance Management template configured with a Performance/Potential summary, an Overall summary, and a Customized Weighted Rating summary?

- A. The manual rating from Customized Weighted Rating section
- B. The calculated rating from the Overall Summary section
- C. The manual rating from the Overall Summary section
- D. The manual rating from Performance/Potential summary

**Correct Answer: C**

**Section:**

**QUESTION 27**

Which of the following options are new enhancements in 360 Reviews, SAP Fiori Version that are NOT available in v11?

Note: There are 2 correct answers to this question.

- A. Form Autosave
- B. Circle or Star Rating
- C. Stack Ranker 360 form history
- D. EZ Rater

**Correct Answer: C, D**

**Section:**

**QUESTION 28**

Which of the following are unique Edit Form Attributes options in 360 Reviews?

Note: There are 3 correct answers to this question.

- A. Enable Development Plan Integration
- B. Calculation on form
- C. Lock down section weights
- D. Recall enabled
- E. Anonymous 360

**Correct Answer: A, B, D**

**Section:**

**QUESTION 29**

Which of the following options in 360 Reviews can be controlled from Form Template Settings?

Note: There are 2 correct answers to this question.

- A. Allow managers to select external raters themselves.
- B. Hide the Decline to Participate button on the 360 form.
- C. Remove participants after 360 evaluation starts.
- D. Hide rater identities for specific roles and steps in named 360 Reviews.

**Correct Answer: C, D**

**Section:**



**QUESTION 30**

In the Summary section with manual rating enabled, which of the following is considered a best practice to ensure a performance form will have a rating of record?

Note: There are 2 correct answers to this question.

- A. Define Manual Overall Rating as a required field for the role providing the final rating (like EM).
- B. Enable Allow Override Unrated and define Manual Overall Rating as a required field for all steps.
- C. Enable Enforce Maximum Overall Score (EMOS) to define a rule to enforce that an overall score is populated in the form.
- D. Define the Section Comments field as a required field for the role providing the final rating (like EM).

**Correct Answer: A, B**

**Section:**

**QUESTION 31**

Your customer wants to ensure that all review forms are sent to the second step of their route map on a specified date. What settings do you need to make to ensure this takes place?

- A. Define the start date for the first step in the route map configuration in Manage Route Maps, Select the 'Enforce Start Date' option in Step 2 of the route map.
- B. Define the due date for the first step in the route map configuration in Form Template Settings, Select the 'Automatic send on due date' option in Step 1 of the route map.
- C. Define the due date for the first step in the route map configuration in Manage Route Maps, Select the 'Automatic send on due date' option in Step 1 of the route map and also select the 'Always send regardless of validation' option.
- D. Define the exit date for the first step in the route map configuration in Manage Route Maps, Select the 'Automatic send on due date' option in Step 1 of the route map and also select the 'Always send regardless of validation' option.

**Correct Answer: C**

**Section:**

**QUESTION 32**

Which of the following field types can be configured as custom fields in the goal plan?

Note: There are 3 correct answers to this question.

- A. comment
- B. textarea
- C. table
- D. bool
- E. enum

**Correct Answer: A, B, E**

**Section:**

**QUESTION 33**

Which of the following features have deprecation dates announced?

Note: There are 2 correct answers to this question.

- A. 360 Reviews v11
- B. Goal Management v12
- C. Legacy continuous performance management (CPM)
- D. PMv12 Acceleration



**Correct Answer: A, B**

**Section:**

**QUESTION 34**

You are planning to use rating-opt='I' for one of your competency sections, which means that everyone shares one rating box for each item, except for the employee who has a private self-assessment rating box. Which of the following fields should you consider when defining field permissions for this section?

Note: There are 2 correct answers to this question.

- A. item-rating
- B. subject-item-rating
- C. item-cmt-rating
- D. manual-rating

**Correct Answer: A, C**

**Section:**

**QUESTION 35**

A user who is NOT defined in the route map needs to provide ratings and comments in the performance review. Which of the following are required to achieve this?

Note: There are 2 correct answers to this question.

- A. The Disable Ask For Comment Routing option should be disabled.
- B. The user should have access to Unofficial User Rating.
- C. The Disable Ask For Edit Routing option should be disabled.
- D. The user should have access to Subject Rating.

**Correct Answer: A, C**

**Section:**

**QUESTION 36**

Which of the following section types can you include in a 360 Review form?

Note: There are 2 correct answers to this question.

- A. Custom section
- B. Customized Weighted Rating section
- C. Obj/Comp Summary section
- D. Signature section

**Correct Answer: A, B**

**Section:**

**QUESTION 37**

What can you do with the latest version of continuous performance management (CPM)?



Total Weight: 360% ⚠ Max: 120%  
 (Min:3, Max:9) ⚠ Maximum Exceeded

Business Goals (Min:1) ⚠ Minimum Not Met  
 You have no goals in this category.

Behavioral Goals (Min:2)

| Visibility               | #      | Goal Name                           | Last Modified | Type  | Description | Weight   |
|--------------------------|--------|-------------------------------------|---------------|-------|-------------|--|
| <input type="checkbox"/> | Public | Group Goal 1.0 <a href="#">Edit</a> | 08/19/2021    | Group |             | 240% <span style="border: 1px solid orange; padding: 2px;">⚠ Max: 30%</span><br>125% |

Note: There are 3 correct answers to this question.

- A. Add attachments to one of your activities.
- B. Send a channel invitation to your colleague to have regular 1:1 meetings.
- C. Create a new development goal from your activities view.
- D. Add your own meeting notes to assist with the 1:1 meeting.
- E. Provide coaching advice to your direct report in the 1:1 meeting.

**Correct Answer: A, C, D**

**Section:**

#### QUESTION 38

What do you need to do to configure a manager's ability to lock an employee's goal plan in Goal Management?

Note: There are 3 correct answers to this question.

- A. Define <obj-plan-states> in the goal plan template XML.
- B. Add to the Manager in the goal plan template XML.
- C. Add the 'obj-edit' in a performance form template XML.
- D. Give the manager permission to access the employee's goal plan template in Role-Based Permissions.
- E. Configure the to include switch buttons.

**Correct Answer: A, B, D**

**Section:**

#### QUESTION 39

What must you consider when using job families and roles?

- A. An employee can be assigned to multiple job codes.
- B. Multiple job codes can be assigned to each job role.
- C. Job families must be defined for the major job levels within the organization.
- D. Job roles can be created without assigning them to a job family.

**Correct Answer: B**

**Section:**

#### QUESTION 40

Where can you assign a job code to an employee in Admin Center?

Note: There are 2 correct answers to this question.

- A. Company Settings ---> Manage Job Roles
- B. Employee Files ---> Configure Employee Files
- C. Update User Information ---> Employee Import
- D. Update User Information ---> Manage Users

**Correct Answer: A, C**

**Section:**

#### QUESTION 41

Which of the following are characteristics of an EZ Rater section?

Note: There are 3 correct answers to this question.

- A. The items within the EZ Rater section will collapse by default.
- B. EZ-Rater can be turned on from Admin Center ---> Manage Templates.
- C. <sect-mode='EZ-Rater'> can be configured for Goal and Competency sections to compare employee and manager ratings ---> side by side.
- D. EZ Rater includes an on-form Gap Analysis graph.
- E. <sect-mode='EZ-Rater'> can be configured for the Competency section only, to compare employee and manager ratings ---> side by side.

**Correct Answer: C, D, E**

**Section:**

#### QUESTION 42

You want to create a goal plan template. Which of the following methods are recommended?

Note: There are 3 correct answers to this question.

- A. Copy an existing DTD file and save it as a goal plan template file.
- B. Copy an existing goal plan and save as a new version in Admin Center.
- C. Copy an existing goal plan XML, change the plan ID to a unique ID, and import it in Provisioning.
- D. Download a template from SAP SuccessFactors Community.
- E. Download a template from the SuccessStore.

**Correct Answer: B, C, E**

**Section:**

#### QUESTION 43

You have configured a field in the goal plan XML, but you can only see it when you create/edit the goal. It does NOT appear in the plan or as a display option. What else do you need to check?

Note: There are 2 correct answers to this question.

- A. Check the Form layout in goal plan XML.
- B. Check whether showlabel='true' in the field definition in the goal plan XML.
- C. Check the Plan layout in goal plan XML.
- D. Check whether viewdefault='on' in the field-definition in the goal plan XML.

**Correct Answer: B, C**



**Section:**

**QUESTION 44**

What are some capabilities of the latest version of Goal Management? Note; There are 3 correct answers to this question.

- A. A CSV header can be generated from the Goal Plan to import goals.
- B. Spell Check and Legal Scan can be used in text and textarea fields.
- C. Users can manage Milestones for personal and team goals.
- D. Personal Goals, up to 10 at a time, can be added from a Goal Library.
- E. Now and previous values of the changed fields are logged in the Audit History

**Correct Answer: B, C, E**

**Section:**

**QUESTION 45**

What can an administrator do to a competency from the front end? Note: There are 2 correct answers to this question.

- A. Remove a job-specific competency from an existing form.
- B. Associate a competency with an achievement.
- C. Mark the competency as core.
- D. Edit the competency description.

**Correct Answer: C, D**

**Section:**

**QUESTION 46**

What can you do with the Beta Goal Import feature?

Note: There are 3 correct answers to this question.

- A. Align goals.
- B. Update goals.
- C. Transfer existing goals between employees.
- D. Delete goals.
- E. Delete goal comments.

**Correct Answer: A, B, D**

**Section:**

**QUESTION 47**

What can an administrator do with the Launch Forms tool?

Note: There are 3 correct answers to this question.

- A. Set specific form template dates for the forms being launched.
- B. Remove one of the form sections.
- C. Select employees based on filters.
- D. Disable the Ask for Feedback functionality for the forms being launched.



E. Edit introduction texts for custom sections.

**Correct Answer: A, C, E**

**Section:**

**QUESTION 48**

What attribute do you insert at the beginning of each label tag to make translations active for that label in the form XML?

- A. msgCode=
- B. translation=
- C. msgKey=
- D. translationID=

**Correct Answer: C**

**Section:**

**QUESTION 49**

What is the purpose of the user-defined step in a single-step route map?

- A. To split the sections of the form and send each of them to different users for validation
- B. To assign the form to a group of people
- C. To ensure all performance forms are routed to the same user in that step
- D. To make sure the form comes back to the user's inbox at the end of the workflow

**Correct Answer: C**

**Section:**

**QUESTION 50**

Which options are available in Form Template Settings to change in-progress forms?

Note: There are 2 correct answers to this question.

- A. Hide numeric rating values (only show text labels)
- B. Display circle icon as rating
- C. Enable Delete button
- D. Disable Delete button

**Correct Answer: C, D**

**Section:**

**QUESTION 51**

You are calibrating overall ratings using performance as data source. What are some of the requirements for the Calibration Session to be successfully validated?

Note: There are 3 correct answers to this question.

- A. The calibration template to be used in the Calibration Session must be specified.
- B. The Calibration Session date must be defined.
- C. The subject(s) of the Calibration Session must be defined.
- D. All the subjects' review forms must be at the calibration step in the route map.



E. The location of the Calibration Session must be specified.

**Correct Answer: A, C, D**

**Section:**

**QUESTION 52**

What is required when you define a custom field in the goal plan?

Note: There are 2 correct answers to this question.

- A. You must assign a field type to the field.
- B. You must make the field reportable.
- C. You must assign a unique ID to the field.
- D. You must assign a field description to the field.

**Correct Answer: A, C**

**Section:**

**QUESTION 53**

What happens if you freeze the Job Title field in the Employee Information section of the performance management form template?

- A. The job title on the form will NOT update if the employee data is updated while the form is in progress.
- B. The job title on the form will update if the employee data is updated while the form is in progress.
- C. The job title on the form will be hidden if the employee data is updated while the form is in progress.
- D. If the employee data is updated while the form is in progress, the job title will update but the job role will NOT be updated.

**Correct Answer: A**

**Section:**