

Oracle

1Z0-1106-1

Oracle HCM Business Process Foundations Associate Rel 1

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Question: 1

An HR Administrator has designed the performance evaluation process to suit the competencies tied to an employee role. The administrator also designed the ability to rate how an employee progressed throughout the year to show areas where they have improved. The performance evaluation is designed in such a way that employees can rate their competencies. Other than this information, what criteria is required?

- A. Skills
- B. Job Role
- C. Goals
- D. Communication Style

Answer: C

Explanation:

Goals provide a framework for employees to focus on achieving targets that align with the company's objectives. The performance evaluation process should be tied to the employee's goals, and the goals should be specific, measurable, achievable, relevant, and time-bound. By aligning the performance evaluation process with the employee's goals, the administrator can measure the progress of the employee, identify areas where the employee needs improvement, and provide feedback to help the employee achieve their goals.

<https://education.oracle.com/business-process-training>

Question: 2

An organization is designing their performance process flow. They would like to have a simplified process but also want to capture HR, employee, and manager feedback in the evaluation. As a standard practice, it was decided that once an employee completes their performance self-evaluation, it will then go to the next role. Which role is that?

- A. Their manager
- B. Their HR Business Partner
- C. Remains in their talent profile
- D. Their colleague to request peer feedback

Answer: A

Explanation:

According to 1, Oracle Business Process training helps you gain a foundation understanding of how end-to-end business process flows are defined, based on Oracle Modern Best Practice, and enabled by Oracle applications and next-generation digital technologies.

The performance self-evaluation is a step in the performance management process that allows employees to assess their own performance and provide feedback to their managers. After completing their self-evaluation, employees can submit it to their managers for review and approval¹.

Question: 3

Your organization uses Cloud Time and Labor for processing reported time and needs to know the options for entering time for Time and Labor to process. What are the three options that can be used?

- A. Time Sheets
- B. Time Cards
- C. Web Clock
- D. Element Entry
- E. Third Party Device

Answer: BCE

Explanation:

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https://education.oracle.com/oracle-hcm-cloud-time-and-labor-with-projects/courP_47716764

Question: 4

Your organization wants the capability for employees to copy information into their current time card. What options do they have for copying a time card?

- A. Copy same period from last month
- B. Copy other time card
- C. Copy same period from previous year
- D. Copy previous time card

Answer: D

Explanation:

This option allows you to copy information from your most recent time card into your current one. It is the simplest and most common way to copy a time card.

<https://www.oracle.com/human-capital-management/workforce-management/time-andlabor/datasheet/>

Question: 5

As the Director of IT, you understand that security roles are important to your organization and would like employee profiles to be kept as confidential as possible and to be viewed and managed by the employee and their manager. Apart from an employee and manager, what other role is able to add goals to an employee's development plan?

- A. An Administrator
- B. An IT Specialist
- C. An HR Specialist
- D. An Implementer

Answer: C

Explanation:

This role is able to add goals to an employee's development plan. An Administrator, an IT Specialist and an Implementer are not related to employee development plans.

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