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Oracle Taleo Recruiting Cloud Service 2012 Essentials

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QUESTION 1

Your client wants to use a Candidate Ranking field to establish ranking (I-10) and then be able to sort candidates within the list view for a given requisition. This field should only be available for

- A. K. job submissions and will not be visible to candidates. Which response identifies all of the configurations required to meet this requirement?
- B. Create a Candidate Ranking UDF and add it to the Personal Information form on the Candidate file.
- C. Create fl Candidate Ranking UDF, contextualize it for the United Kingdom and add it to the Personal Information form on the Candidate file.
- D. Create a Candidate Ranking UDF, make it available for Recruiting Center, and add it to the Personal Information form on the Candidate file.
- E. Create a Candidate Ranking UDF, contextualize it for the United Kingdom, make it available for Recruiting Center only, and add it to the Personal Information form on the Candidate file.

Correct Answer: A

QUESTION 2

When implementing a new theme and applying the theme for use on an existing active career section, what are the four steps that need to be taken?

- A. Deactivate Career Section
- B. Create Theme
- C. Modify Theme Selection
- D. Activate Career Section
- E. Contextualize Theme to a Location
- F. Assign Theme to an Application Flow

Correct Answer: BCDF

QUESTION 3

When configuring a CSW, why is it important to designate a completion status within a step?

- A. The Completion Status will allow the candidate to progress to the next step in the CSW.
- B. The Completion Status will terminate the candidate selection process.
- C. The Completion Status will require that all mandatory actions be completed before a hire can be completed.
- D. The Completion Status indicates that a candidate can move from one step to another even if some activities are not



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completed in the step.

Correct Answer: A

Explanation: Actions available in the Next Action column are Candidate Selection Workflow (CSW) movements only, either a

?Move to the next step in the CSW

?Change to the completion status within the current step If the current status is not a completion status, the action displayed will be a move (change status) to the first completion status of the current step.

If the current status is a completion status, then the action will be a move to the next step at the initialstatus. In a one-step CSW (reference workflow), only statuses configured as a "completion status" willshow up as next steps.

QUESTION 4

Your client would like to limit visibility of executive candidates in the system for the majority of the requiting staff and all hiring managers. What are the three steps to accomplish this using the staffing type functionality?

- A. Adjust the user type permission whereby the candidates displayed to a user is determined
- B. by the candidate\\'s stalling type to exclude Executive Staffing Type.
- C. Activate the Segmentation in Search setting in Recruiting Settings.
- D. Activate the Exact Match for Search Using Structured Fields (OLF) setting in Recruiting Settings.
- E. Activate the Threshold CSW Step Hide from Search setting in Recruiting Settings.

Correct Answer: ABD

Explanation: Data segmentation: If your organization has activated data segmentation, this might exclude a lot of candidates from your search results. For this reason, it is important to verify if your organization has implemented such restrictions and, if this is the case, ask how they affect which candidates you are entitled to view. There are two dimensions to data segmentation: a user type permission (A) whereby the candidates displayed to a user is determined by the person\\'s staffing type (B); and the Organization, Location and Job Field (OLF) (D) associated with groups that the user is a member of. While it might be easy to manage only a few groups around specific organizations, the effect of segmentation can be difficult to clearly understand if users are associated with multiple groups incorporating various OLF.

Ask your system administrator if he/she has activated the Activate Segmentation in Search setting.

QUESTION 5

Your client would like to create a simplified way for hiring managers to progress candidates in the workflow with a single click avoiding the need to open each candidate record to complete the progression in the More Actions menu. What recommendation would you make to your client?

- A. Next Action column must be added in the hiring manager\\'s candidate list format.
- B. Progression Status column must be added in the hiring manager\\'s candidate list format.

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- C. Disable the Setting Threshold CSW Step Prevent advancing.
- D. Restricted confidentiality level setting on the Hiring Manager Review step must be removed.

Correct Answer: A

Explanation: To be able to change the step/status of a candidate with one click, the Next Action column must beadded in a candidate list format.

QUESTION 6

When configuring a status used in a step, it is possible to ask the system to automatically change the status. Under what two circumstances can this functionality be enabled?

- A. This functionality can be enabled for the review step once a hiring manager has completed his or her scheduled review.
- B. This functionality can be enabled for the interview step once an interview is scheduled.
- C. This functionality can be enabled for a screening service such as an assessment that can progress the candidate to a new status based on the results.
- D. This functionality can be enabled in the offer step in the event that a candidate rescinds his or her offer.

Correct Answer: BC

QUESTION 7

Your client would like ensure that candidates have the ability to search for jobs in a variety of ways. They would also like to provide visibility into jobs that candidates are a match for based on data that has been collected by the system. How would you ensure that this functionality is available?

- A. Activate the Setting Display Personal Jobs List on the Career Portal Page Settings.
- B. Activate the Setting Display Personal jobs List on the Career Section Properties.
- C. Activate My Jobs Page on the Career Section Portal Page settings.
- D. Activate My Jobs Page on the Personal Jobs List on the Career Section Properties.

Correct Answer: D

Explanation: * If the candidate\\'s submission has expired and the requisition is still posted, the Modify link is replaced with the Reapply link on the candidate\\'s My Jobs page.

* candidates are entering their profile inthecareer section.

QUESTION 8

What is the default extension method selected by the system when a user of the system records the extension of an offer (within Offer Management)?

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- A. Verbal
- B. Verbal and Written (hard copy)
- C. Written (Email)
- D. Written (Fax)
- E. Written (Hard Copy)

Correct Answer: B

QUESTION 9

Your client has expressed concern that one of the open positions that they have activated prescreening for is delivering a high volume of ACE candidates. What recommendations should you consider making to your client?

- A. You should suggest that the recruiter unpost the job immediately and add additional prescreening questions to the prescreening form on the job.
- B. You should suggest that the recruiter unpost the Job immediately and add competencies to the prescreening form on the job.
- C. You should suggest that the recruiter adjust the ACE Alert Threshold and employ weighting on the most important assets.
- D. You should suggest that the recruiter adjust the ACE Alert Threshold and increase the number of assets.

Correct Answer: C

QUESTION 10

Identify the option that can be contextualized to a foundation element?

- A. User Types
- B. User Groups
- C. Center Stages
- D. Configuration Profiles
- E. Paragraphs

Correct Answer: D

QUESTION 11

Your client would like to allow candidates the ability to delete their own attachments when making updates to their profile so that their stored resume is the most current. What action would you take in order to accomplish this?

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- A. Deactivate the career section and then edit the Career Sections Properties.
- B. Dissociate the Application Flow from the Career Section and Edit the Attachment Block.
- C. Dissociate the Theme Properties.
- D. Insert text instructing the candidate to access My Account Options to delete the attachment.

Correct Answer: B

QUESTION 12

Your client requires the ability to capture multiple payroll allowances as part of a candidate offer. What design option best supports this requirements?

- A. Create Offer UDFs for each Allowance category and associate each with the Offer.
- B. Create a custom IUDS to list the Allowance categories.
- C. Create Requisition UDFs for each Allowance category and associate these with the Requisition.
- D. Create Candidate UDFs for each Allowance category and complete these prior to creating the Offer.

Correct Answer: D

QUESTION 13

When "minimum or greater" prescreening logic is applied to a single answer question on requisition, how should the ACE Threshold be set to ensure that all possible answers record the candidate as having met the requirement?

- A. Each answer that represents the minimum to the maximum must be marked as required.
- B. The answers that represent the minimum to the maximum range must all be marked as assets.
- C. The answer that represents the maximum must be marked as required with the rest of the answers in the range being marked as assets.
- D. The answer that represents the maximum requirement should be weighted.

Correct Answer: A

QUESTION 14

Your client is a large retailer and would like to build a pipeline of candidates in anticipation of each fall hiring rush. Your client is anticipating the need to identify candidates based on their preferences such as candidate who are willing to work weekends and/or holidays. What the configurations would you need to ensure that this information is collected?

- A. Create a Work Conditions User Defined form. Add the appropriate fields to collect the candidate\\'s preferences and activate the form.
- B. Add the Work Conditions Block to the Retail Career Section\\'s assigned Candidate Selection Workflow.



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- C. Edit the Work Condition\\'s block and assign the newly created user-defined form to the Block.
- D. Create a Basic Profile Information User Defined form. Add the appropriate fields to collect the candidate\\'s preferences and activate the form.
- E. Add the Basic Profile Information Bock to the Retail Career Section\\'s assigned Candidate Selection Workflow.
- F. Edit the Basic Profile Information block and assign the newly created user-defined form to the Block.

Correct Answer: B

Explanation: * Work Conditions Block

The work conditions block is only available for hourly and campus hiring types.

QUESTION 15

Your client would flag for candidates who have responded to a question on the application that indicates they have been convicted of a crime. They would like for the recruiter to better understand the nature of the crime before disqualifying the candidate for a position. How would you configure the system to provide immediate visibility to these candidates?

- A. Set up a Prescreening Question asking "Have you ever been convicted of a crime?" and designate the Answer of "Yes" with a 0 Weight.
- B. Set up a Disqualification Question asking "Have you ever been convicted of a crime?" and designate the Answer of "Yes" with a To Be Verified result.
- C. Set up a Disqualification Question asking "Have you ever been convicted of a crime?" and designate the Answer of "No" with a Pass result.
- D. Set up a Disqualification Question asking "Have you ever been convicted of a crime?" and designate the Answer of "Yes" with a Fail result.

Correct Answer: D

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