

1Z0-474^{Q&As}

Oracle Taleo Recruiting Cloud Service 2012 Essentials

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QUESTION 1

When setting up prescreening on a requisition, which two parameters can only be applied to Competencies versus Questions?

- A. Required versus Asset
- B. Weight
- C. Minimum Proficiency
- D. Minimum Experience

Correct Answer: CD

Explanation: For each question and competency contained in a requisition, users can define if the question or competency is required or an asset, the weight (optional), the minimum proficiency (competencies only) and the minimum experience (competencies only).

QUESTION 2

What two actions must you take before you activate a Diversity form?

- A. You must activate each question.
- B. You must set the answers to Mandatory.
- C. You must match the code and the name.
- D. You must associate a Location.

Correct Answer: CD

Explanation: * Creating a Custom Diversity Form Path: Diversity Forms System administrators are able to create diversity forms from scratch.

1.

In the Career Section Setup page, click Diversity Forms.

2.

In the Diversity Form List, click Create. The Form Wizard opens.

3.

Specify if you wish to create a form for all locations (Generic) or for a specific location (Specific). 3a) For a generic form, click Generic then click Continue. 3b) For a specific form, click Specific then click Add to open the Location Selector. Select one or several locations, click Select then click Continue. (In the Location Selector, the entire Location tree is available to precisely indicate where the form should apply. A form could be used for a specific state/province or an entire geographic region, depending on how broad or generic the form is tied to the Location structure).

4.

Fill out the required information.

4a) Select the language in which you want to create the form. 4b) Specify a code and a name for the form. These fields are mandatory.

4c) Specify if answers to questions are mandatory.

4d) Type a description of the form in the allocated space using HTML Editor options.

5.

Click Finish.

Note:

*

When a diversity form is draft, it is possible to create, define and delete questions.

*

Before activating a diversity form, questions must be set correctly. The form, questions and answers must be translated in all supported languages.

D: Diversity data is collected based on the location of requisitions, allowing for the collection of data for multiple countries from a single career section.

QUESTION 3

Identify two configurations that must be selected in the user type to allow hiring managers access to only their requisitions.

- A. View Requisitions -> Only if this user is an owner of the requisitions or a collaborator
- B. View Requisitions -> Only if this user is an owner of the requisition, a collaborator or if the requisitions are associated with coverage area
- C. Access "Requisitions- Section
- D. View Requisitions -> Without Restriction

Correct Answer: BC

QUESTION 4

What is used to determine the required fields that remain to be completed when saving, posting, or routing a requisition for approval?

- A. More Actions Menu
- B. Diagnostic Tool

C. Quick Filters

D. Action Bar

Correct Answer: A

QUESTION 5

What is the primary advantage of using the elements in the competency library when constructing prescreening on a job requisition template?

- A. The competency library provides a standard set of measures for years of experience and proficiency that can be leveraged in a structured data search, ACE Thresholds, and candidate compare.
- B. The competency library provides the recruiter with a standard measure for the interest level associated with the competency.
- C. The competency library provides the recruiter with a selection job-specific skills for prescreening candidates that they may not have identified when creating prescreening questions.
- D. The competency library has been translated in all supported languages.

Correct Answer: A

Explanation: A competency is used to gather proficiency level and years of experience of a candidate in order to find the best candidate for a job. Competencies are supplied with the system and are available in the Competency Library.

Competencies available in the Competency Library can then be added in the Prescreening section of a requisition file.

QUESTION 6

What four options exist when you are creating a CSW to contextualize it so that it appears in the most appropriate context for the requisition when a user is creating a requisition?

- A. Req Template
- B. Organization
- C. Location
- D. Job Function
- E. Requisition Type
- F. Job Template

Correct Answer: BCDE

QUESTION 7

Settings in Taleo have security levels. Some settings can be changed by the customer in the product administration module and some settings can only be viewed by the customer in the administration module. Some settings are visible only to Taleo and not to the customer. What are the three security level settings in Taleo?

- A. Private
- B. Restricted
- C. Public
- D. Confidential
- E. Protected
- F. General

Correct Answer: ACE

Reference:<http://www.oracle.com/technetwork/fusion-apps/taleo-10sp1-reconfigguide-1647691.pdf>(page 50)

QUESTION 8

Your client would like to insert text on the header of the Background Check Consent page in the Application Flow on their Hourly career Section. What steps must you take in order to insert the text?

- A. Dissociate the Application Flow from the Career Section.
- B. Deactivate the Application Flow.
- C. Edit the Page Properties for the Background Check Page to insert the text.
- D. Edit the Background Check Consent Block to insert the text.
- E. Edit the User Defined Labels in the Background Check Block to insert the text.

Correct Answer: BC

QUESTION 9

What two elements does the Configuration profile control within the Recruiting Center?

- A. Search Widget
- B. Core Navigation Bar
- C. Coverage Areas
- D. User Types

Correct Answer: AD

Explanation: D: A center stage is selected for each configuration profile and a configuration profile is tied to each user.

A: Users can save a search query if the feature is activated in the user's configuration profile and if the user type permission has been granted. The fields that can be selected in the Recruiting Center to customize a search query are set by the system administrator for each configuration profile. If a user is not linked to a configuration profile or is linked to a configuration profile for which the system administrator has not selected additional fields, then only the set of default fields are displayed when customizing a search query in the Recruiting Center.

QUESTION 10

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 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 initial status. In a one-step CSW (reference workflow), only statuses configured as a "completion status" will show up as next steps.

QUESTION 11

You have been asked by your client to create a Candidate Selection Workflow that is specific to all Hourly positions in California. What two elements would you contextualize on your CSW?

- A. Organization
- B. Location
- C. Job Field
- D. Staffing Type
- E. Requisition Status

Correct Answer: DE

Reference: <http://www.oracle.com/technetwork/fusion-apps/taleo10-recruitinguserguide-1647657.pdf>

QUESTION 12

When you create a new department in the system, what can you associate with it?

- A. Organization, Job Field, Contacts
- B. Organization, Location, Contacts
- C. Location, Job Field
- D. Organization, Location, Job Field, Contacts

Correct Answer: D

Explanation: Departments can be linked to organizations and locations provided the system administrator has activated the proper settings.

*Organizations, Locations, and Job Fields (OLF) represent the fundamental data structure by which information is organized in the application

* Organization describes the hierarchical structure of an organization. Up to 20 organization levels can be created. The system proposes the following organization structure, but other terms may be chosen to better reflect the hierarchical structure of a company: Organization Structure Company Sector Department Division

QUESTION 13

When configuring a screening service, your client may not want to provide both summary and detailed screening results to hiring managers as opposed to HR who should have access to both. How is this accomplished?

- A. The screening vendor must agree to send back only summary fields via the integration.
- B. The permission to Access Taleo partner detailed results must be revoked for the Manager's user type.
- C. The permission to Access Taleo partner summary results must be enabled for the Recruiter's user type.
- D. The permission to Access Taleo partner detailed results must be enabled for the Recruiter's user type.
- E. The permission to Access Taleo partner summary results must be enabled for the Manager's user type.

Correct Answer: B

QUESTION 14

Your client wants to present different Requisition views, one for Managers and one for Recruiters. What configurations will support this requirement?

- A. Create two different Configuration Profiles, one for Managers and one for Recruiters.
- B. Create two different Requisition Files, one for Recruiters and one for Managers.
- C. Set the field properties to (Mandatory = Yes) in the Selected Element Properties section for this field.
- D. Create two different Requisition Files, one for Managers and one for Recruiters, and associate them with different

Manager and Recruiters Configuration Profiles.

Correct Answer: B

Explanation: A requisition file details the specific requirements for a job position.

Incorrect:

Not Configuration Profiles: A configuration profile is a set of settings which control how the application behaves for a specific set of

users to better fit the user experience.

It is through the configuration profile that different product behaviors can be achieved such as a streamlined manager product experience vs. a more robust recruiter product experience. Users may

have the same set of permissions which grant access to specific features, but how a user is presented

access to the features is then further controlled by the configuration profile designation.

QUESTION 15

What are the three types of questions that can be Implemented In the construction of a Job- specific prescreening question?

- A. Single Answer
- B. Multiple Choice
- C. Text
- D. Rating Scale
- E. Ranking

Correct Answer: ABC

Explanation: A:Example:

How many years of experience do you have in Java programming.

B: Example:

Indicate which computer applications you have used to perform your job duties in the past. Select all that apply.

C: Example:

Please specify the crimes you were convicted for as well as any details".

A maximum of 256 characters can be entered.

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