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RCA Reliable Practice Questions - RCA Exam Overviews

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Relativity Certified Administrator Sample Questions (Q13-Q18):

NEW QUESTION # 13

With what tool can you rapidly transfer large amounts of data from your RelativityOne storage location to a local computer?

- A. Relativity Integration Points RIP
- **B. RelativityOne Staging Explorer ROSE**
- C. File Transfer Protocol
- D. Simple File Download

Answer: B

Explanation:

The correct answer is D. RelativityOne Staging Explorer ROSE . Relativity's official documentation states that Staging Explorer enables you to rapidly transfer large amounts of data to and from RelativityOne .

It is specifically intended for high-volume transfer workflows and can be used to download files from your RelativityOne storage location to a local computer . That wording directly matches the question, making ROSE the exact documented tool for this scenario.

This is why the other options are incorrect. Simple File Download is not the primary enterprise-scale utility Relativity documents for rapid bulk transfer from RelativityOne storage. File Transfer Protocol is a generic technology term, not the RelativityOne tool identified by Relativity documentation for this workflow.

Relativity Integration Points RIP is used for moving and integrating data across systems and workspaces, but it is not the official RelativityOne utility described as the mechanism to rapidly move large data volumes between RelativityOne storage and a local machine. Relativity also reinforces ROSE's suitability for large datasets in its best practices and certification materials, which describe it as the tool for high-volume uploads and downloads in RelativityOne environments. From an RCA perspective, this is an important operational distinction because ROSE is purpose-built for staging and large-scale data movement, making it the correct answer.

NEW QUESTION # 14

When using Mass PDF, what field type can you use to name the file?

- **A. Fixed length text**
- B. Artifact ID
- C. Date
- D. Single choice

Answer: A

Explanation:

The correct answer is D. Fixed length text . Relativity's Mass PDF documentation states that when saving PDFs as a ZIP or PDF portfolio , you can choose to name the individual PDFs using the control number , the control number plus a field , or just a field . In other words, Relativity supports file naming from a document field value. The same documentation also notes that long names are truncated if they exceed the allowed length, which confirms that the chosen field value is being used directly as part of the resulting file name.

Among the answer choices, fixed length text is the best and most appropriate field type for this purpose. A fixed length text field is designed to store concise string values that work well as filenames. Artifact ID is not a field type in this context, but rather a system identifier. Date fields can exist, but they are not the standard answer for naming PDFs in an exam question framed around field type suitability. Single choice stores coded values and is not the expected best answer here. This question appears to test practical Relativity administration knowledge rather than every technically possible field serialization outcome. Since Mass PDF naming relies on a field value and file names are most appropriately based on text metadata, the correct exam- aligned answer is fixed length text . The Relativity documentation supports the field-based naming capability, and the selection of fixed length text is the most reasonable administrative interpretation from the provided options.

NEW QUESTION # 15

When cancelling an Automated Workflow, how fast does the cancellation occur?

- **A. After the current task completes**
- B. Automated Workflows cannot be cancelled
- C. Immediately
- D. After the full workflow completes

Answer: A

Explanation:

The correct answer is B. After the current task completes. Relativity's Automated Workflows documentation states that when you click Cancel Workflow , the workflow is canceled once the currently running task is completed . The documentation is explicit that canceling the workflow does not cancel an action that is currently in progress . If you want to stop the active action itself, you must navigate to that specific object and cancel it there.

This means the cancellation is neither immediate nor delayed until the whole workflow finishes. It also means option A is false because workflows can be canceled. From an RCA administration perspective, this is important because workflow cancellation is staged: pending downstream actions are stopped, but the in-flight task is allowed to finish unless separately canceled at its own object level. Therefore, the correct answer is after the current task completes .

NEW QUESTION # 16

What is required to use the communication analysis widget?

- A. Name normalization
- B. Email threading
- C. Repeated content filter
- D. Conceptual analytics index

Answer: A

Explanation:

The correct answer is D. Name normalization. Relativity's official Communication Analysis documentation states that you can add the Communication Analysis widget to a dashboard after running name normalization . The widget visualizes communication frequencies, patterns, and networks between entities linked to the documents in the view, and those entities come from the results of name normalization.

This requirement is fundamental because the widget depends on entity and alias relationships generated by structured analytics name normalization. Without those normalized entities, the system does not have the participant relationship structure needed to render communication maps. Relativity also repeats this requirement in its dashboard documentation, again stating that Communication Analysis is available after running the name normalization operation within structured analytics .

The other options are not the prerequisite named by Relativity. A repeated content filter is optional and only used to improve text cleanup. A conceptual analytics index is a different analytics technology entirely. Email threading is a separate structured analytics operation and is not the stated prerequisite for this widget.

Therefore, the correct answer is D. Name normalization .

NEW QUESTION # 17

What workflow is not supported by Import/Export?

- A. Unstructured data workflow with Processing.
- B. Saved Search import.
- C. Document load file import.
- D. Image load file import.

Answer: B

Explanation:

The correct answer is D. Saved Search import. Relativity's official Import/Export workflow overview states that Import/Export supports unprocessed raw native files , document load files , image load files , production load files , and Relativity Dynamic Objects for import. On the export side, it supports folders , production sets , saved searches , and RDO files . In other words, saved searches are export workflows, not import workflows .

That distinction is important for RCA-level administration because Import/Export is organized around specific import and export pathways. A Saved Search import is not listed as a supported workflow because a saved search is a Relativity object used to define document criteria inside a workspace, not a standard external load-file-based content import. By contrast, document load file import and image load file import are explicitly supported workflows, and Relativity also supports unstructured data import for processing. Therefore, among the options given, the unsupported Import/Export workflow is Saved Search import . This is consistent with Relativity's current documentation, which shows Saved Search only under export workflows.

NEW QUESTION # 18

