

RCA Detail Explanation Exam Pass Certify | RCA: Relativity Certified Administrator

RCA EXAM PREP (RELATIVITY CERTIFIED ADMINISTRATOR EXAM PREP) WITH CORRECT ACTUAL QUESTIONS AND CORRECTLY WELL DEFINED ANSWERS LATEST 2024 – 2025 ALREADY GRADED A+

What does a green check mark next to a field in the layout indicate? - ANSWERS- That the field is currently copying coding from the previous document.

What fields are available in the Add Text to Layout Form? - ANSWERS-Category, Row, Column, Order, Custom Text

How can you make items on a layout collapsible? - ANSWERS-Go to the Category Information and choose options for (1) Collapsible and (2) Collapsed By Default.

What does a question mark icon in a layout indicate? - ANSWERS-That a category contains contextual help information.

Which options can be changed from within the 'My Settings' window:

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Relativity Certified Administrator Sample Questions (Q59-Q64):

NEW QUESTION # 59

What operation does the document re-production feature support?

- A. Replace a document that was produced as native only with produced images.
- B. Replace a document that was produced as a placeholder with another placeholder.
- C. Replace produced images with a native.
- **D. Replace produced images with a placeholder.**

Answer: D

Explanation:

The correct answer is D. Replace produced images with a placeholder. Relativity's official Re-production documentation lists supported and unsupported re-production types. Among the supported types, Relativity explicitly includes Replace produced images with placeholder (I-P) .

The same documentation also explicitly lists several unsupported types that correspond to the incorrect options in this question. Relativity states that replacing a document that was produced as native only with produced images or a placeholder is unsupported, which rules out option B. It also states that replacing a document that was produced as a placeholder with another placeholder is unsupported, which rules out option C. Option A is likewise unsupported because "replace produced images with a native" is not identified as a supported re-production type. Instead, Relativity supports image-to-placeholder, placeholder-to-images, and re-producing documents with the same number of pages.

This distinction matters because re-production is tightly controlled to preserve numbering integrity and production consistency. For example, when replacing produced images with placeholders, Relativity preserves the original Bates numbering while substituting placeholder pages. From an RCA production- administration perspective, the supported operation among the listed choices is clearly Replace produced images with a placeholder . Therefore, the correct answer is D .

NEW QUESTION # 60

Which action requires a saved search?

- A. Creating a dashboard.
- B. Creating a persistent highlight set.
- **C. Building a search terms report.**
- D. Running a keyword search.

Answer: C

Explanation:

The correct answer is D. Building a search terms report. Relativity's Search Terms Report documentation requires you to define report information including a Searchable Set, which is a saved search containing the documents to be evaluated by the STR. Relativity's guidance for using STRs also states that you should define a saved search that returns the required document population for the searchable set. That makes a saved search a required component of building a search terms report.

The other options do not inherently require a saved search. A keyword search can be run directly in the search panel. A dashboard can be created without requiring a saved search as its core prerequisite. A persistent highlight set is commonly used with STR output, but the question asks which action itself requires a saved search, and the STR workflow is the one explicitly documented to require one. Therefore, the correct answer is Building a search terms report.

NEW QUESTION # 61

What dtSearch syntax properly creates a phonic search for the word pear to return pair and pare?

- A. \$pear
- B. 'pear
- C. pear*
- **D. #pear**

Answer: D

Explanation:

The correct answer is C. #pear . Relativity's Using dtSearch syntax options documentation states that phonic searching uses the

pound sign (#) in front of a word. The documentation gives the exact example that a phonic search for pear also finds pair and pare , which directly matches the question.

The other choices represent different or invalid syntax. pear* is a wildcard-based pattern, not a phonic search.

The apostrophe form is not the documented phonic operator, and \$pear is not the phonic syntax in Relativity dtSearch. Therefore, the correct syntax for a phonic search returning pair and pare is #pear .

NEW QUESTION # 62

You need a user to perform some admin operations, including creating groups, managing users, and assigning permissions. However, you do not want them to review the Processing or Production queues. How should you configure the user's permissions?

- A. Add the user to the System Admin group.
- B. Add the user to the Workspace Admin group.
- C. Add the user to the System Admin group and configure the System Admin group to restrict permissions to access Process and Production queues.
- D. Add them to an instance-level group with permissions to create groups, manage users, and assign permissions.

Answer: D

NEW QUESTION # 63

What format should you use to search for a specific emoji by name in the Short Message Viewer?

- A. :Name:
- B. "Name"
- C. <Name >
- D. [Name]

Answer: A

Explanation:

The correct answer is B. :Name: . Relativity's RSMF-supported emoji documentation states that emojis in RSMF files display as text strings surrounded by colons , giving the example :smile: . That directly establishes the emoji short-name format used by Relativity for named emoji representations.

The Short Message Viewer documentation also confirms that users can search for emojis in conversations.

Since Relativity's own emoji naming convention is colon-delimited short names, the correct format for searching by name is :Name:.

The other options use bracket, angle-bracket, or quoted forms that Relativity does not identify as the short-name syntax for emoji.

Therefore, the correct answer is :Name: .

NEW QUESTION # 64

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