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The top personal and professional Salesforce Salesforce-Certified-Administrator certification exam benefits are recognition of skills, updated knowledge, more career opportunities, instant promotion, and increase in salary, etc. If your answer is yes first of all you have to enroll in the Salesforce Certified Administrator (Salesforce-Certified-Administrator) certification exam and put all your efforts to pass this career advancement certification exam. Are you looking for the right and recommended way to pass the Salesforce Salesforce-Certified-Administrator exam?

Salesforce Certified Administrator exam is a comprehensive test that covers multiple topics related to Salesforce administration. Salesforce-Certified-Administrator Exam consists of 60 multiple-choice questions that need to be completed in 105 minutes. The questions are divided into different sections, each with a specific weightage, such as user setup, security and access, standard and custom objects, data management, and workflow automation. Salesforce-Certified-Administrator exam is computer-based and can be taken online or in-person at a proctored testing center.

Salesforce Certified Administrator Certification is suitable for individuals who are responsible for managing and maintaining Salesforce within their organization. This includes Salesforce administrators, system administrators, and other professionals who work with Salesforce on a daily basis. Achieving this certification demonstrates an individual's commitment to their profession and their ability to manage and maintain Salesforce at a high level.

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To become a Salesforce Certified Administrator, candidates must pass the Salesforce-Certified-Administrator exam. Salesforce-Certified-Administrator exam consists of 60 multiple-choice questions that must be answered within 90 minutes. Candidates must score at least 65% to pass the exam. Salesforce-Certified-Administrator Exam Fee is \$200, and it can be taken online or at a testing center.

## Salesforce Certified Administrator Sample Questions (Q24-Q29):

### NEW QUESTION # 24

What should an administrator use as an identifier when importing and updating records from a separate system?

- **A. External ID**
- B. Rich Text field
- C. Record ID
- D. Auto-Number field

**Answer: A**

Explanation:

Explanation

To use as an identifier when importing and updating records from a separate system, an administrator should use External ID field type on an object. External ID fields allow storing unique identifiers from external systems and using them for matching records during import or update operations. External ID fields can also be used for upsert operations that insert new records or update existing ones based on external ID values. For example, an administrator can create an External ID field on Account object that stores account numbers from an external ERP system and use it for importing or updating accounts from that system. Rich Text field, Record ID, and Auto-Number field are not suitable for using as identifiers when importing and updating records from a separate system. References:

[https://help.salesforce.com/s/articleView?id=sf.fields\\_about\\_field\\_types.htm&type=5](https://help.salesforce.com/s/articleView?id=sf.fields_about_field_types.htm&type=5)

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### NEW QUESTION # 25

Clod Kicks has a screen flow with two questions on the same screen, but only one is necessary at a time. The administrator has been asked to show only the questions that is needed.

How should an administrator complete this?

- A. Use a new version of the flow for each scenario.
- B. Use branching in the flow screen to show the proper scenario
- C. Use a decision element and a new screen to show the proper question
- **D. Use a conditional visibility to hide the unnecessary question**

**Answer: D**

Explanation:

Explanation

Conditional visibility is a feature that allows administrators to show or hide screen components in a flow based on certain conditions or criteria. For example, conditional visibility can show only one question on a screen depending on the value of another field or variable. Conditional visibility consists of one or more rules that define when to show or hide a component based on an expression that evaluates to true or false. In this case, the administrator can use conditional visibility to hide the unnecessary question on the screen flow based on the scenario. References:

[https://help.salesforce.com/s/articleView?id=sf.flow\\_ref\\_elements\\_screencmp.htm&type=5](https://help.salesforce.com/s/articleView?id=sf.flow_ref_elements_screencmp.htm&type=5)

### NEW QUESTION # 26

The marketing team wants a new picklist value added to the Campaign Member Status field for the upsell promotional campaign. Which two solutions should the administrator use to modify the picklist field values?

Choose 2 answers

- A. Add the Campaign Member Statuses related list to the Page Layout.
- **B. Edit the picklist values for the Campaign Status in object Manager.**
- C. Mass modify the Campaign Member Statuses related list.
- **D. Modify the picklist value on the Campaign Member Statuses related list**

**Answer: B,D**

Explanation:

Explanation

Campaign Status is a standard picklist field on the Campaign object that indicates whether a campaign is planned, in progress, completed, or aborted. Campaign Member Status is a custom picklist field on the Campaign Member object that indicates how a

person responded to a campaign, such as sent, responded, registered, attended, etc. To add a new picklist value for Campaign Status, you need to edit the field in Object Manager. To add a new picklist value for Campaign Member Status, you need to modify the field on the Campaign Member Statuses related list on the Campaign page layout. References:  
[https://help.salesforce.com/s/articleView?id=sf.campaigns\\_fields.htm&type=5](https://help.salesforce.com/s/articleView?id=sf.campaigns_fields.htm&type=5)[https://help.salesforce.com/s/articleView?id=sf.campaigns\\_fields.htm&type=5](https://help.salesforce.com/s/articleView?id=sf.campaigns_fields.htm&type=5)

#### NEW QUESTION # 27

DreamHouse reality has an approval process. A manager attempts to approve the record but receives an error. What should an administrator review to troubleshoot this request?

- **A. Check if the user in the next approver is inactive or missing**
- B. Update the field level security to view on fields that are updated in the process.
- C. Review the page layout to ensure, the fields updated in the process are visible
- D. Add a delegated approver for the next approver in the process.

**Answer: A**

Explanation:

Explanation

One possible reason why a manager receives an error when trying to approve a record is that the user in the next approver step is inactive or missing, which means there is no valid user to assign the record to after approval. To troubleshoot this issue, an administrator should check if the user in the next approver step is active and exists in Salesforce; if not, they should activate or create the user or change the approval process to assign the record to another user. Adding a delegated approver for the next approver in the process does not solve this issue because delegated approvers are only used when approvers are unavailable; they do not replace approvers who are inactive or missing. Updating the field level security to view on fields that are updated in the process does not solve this issue because field level security does not affect approval processes; it only affects what fields users can see or edit on page layouts. Reviewing the page layout to ensure fields updated in the process are visible does not solve this issue because page layouts do not affect approval processes; they only affect what fields users can see or edit on page layouts.

References:[https://help.salesforce.com/s/articleView?id=sf.approvals\\_considerations.htm&type=5](https://help.salesforce.com/s/articleView?id=sf.approvals_considerations.htm&type=5)

#### NEW QUESTION # 28

The administrator at Clod Kicks updated the custom object Event to include a lookup field to the primary contact for the event. When running an event report, They want to reference fields from the associated contact record. What should the administrator do to pull contact fields into the Custom report?

- A. Configure formula fields on event to populate contact information
- B. Create a new report type with event as the primary object and Contact as a related object.
- C. Use a dashboard with filters to show Event and Contact data as requested.
- **D. Edit the custom Event report type and add fields related via lookup.**

**Answer: D**

Explanation:

Explanation

Report type is a tool that can be used to pull contact fields into the custom report for Event. Report type defines the set of records and fields available to a report based on the relationships between a primary object and its related objects. To edit the custom Event report type and add fields related via lookup, go to Setup > Report Types and select the Event report type. Then click Edit Layout and drag the fields from the Contact object to the layout. References:

[https://help.salesforce.com/s/articleView?id=sf.reports\\_builder\\_create\\_report\\_type.htm&type=5](https://help.salesforce.com/s/articleView?id=sf.reports_builder_create_report_type.htm&type=5)

#### NEW QUESTION # 29

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