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Salesforce Plat-Admn-301 Exam Syllabus Topics:

Topic	Details
Topic 1	Environment Management and Deployment: This section of the exam measures skills of Salesforce Administrator and covers moving metadata between environments using tools such as sandboxes, change sets, and managed or unmanaged AppExchange packages. It explains the capabilities and best practices related to deploying changes through change sets to ensure smooth and controlled migrations.
Topic 2	Process Automation: This section of the exam measures skills of Salesforce Consultant and covers choosing the right automation tools to solve complex business problems. It focuses on understanding the capabilities and limitations of declarative tools, identifying the right troubleshooting methods, and applying automation correctly within Salesforce's order of execution. This section emphasizes designing efficient, scalable automation using workflow tools, flows, and other declarative features.
Topic 3	Security and Access: This section of the exam measures the skills of Salesforce Administrator and covers how record-level access, field access, and sharing models impact data visibility across the system. It focuses on understanding controlled-by-parent relationships, territory management, role hierarchies, and access to reports, dashboards, and email folders. It also includes comparing custom profiles, permission sets, and delegated administration, along with evaluating different authentication methods. The section also addresses the structure of business models such as person accounts, standard accounts, contacts, and contact-to-multiple-account relationships.
Topic 4	Data and Analytics Management: This section of the exam measures skills of Salesforce Data Analyst and covers data quality assessment, data enrichment, and duplicate management. It explains how to choose appropriate reporting and analytics tools for advanced requirements, including custom report types, snapshots, formulas, joined reports, and dashboard configurations. It also covers methods for connecting external data sources using big objects, external objects, data warehouses, data lakes, and Salesforce Connect. Finally, it describes the suitable tools and methods for importing data, including Data Loader, Data Import Wizard, and external IDs.
Topic 5	Cloud Applications: This section of the exam measures skills of Salesforce Consultant and covers the standard Salesforce capabilities that support sales and service operations. It includes features such as products, price books, schedules, orders, quotes, and the tools that help with forecasting and territory management. The section also describes how to create Salesforce Knowledge articles, manage entitlements, support service workflows, and enable interactions through chat, case feed, Omni-Channel, console apps, and Experience Cloud sites. It also introduces the broader Salesforce suite that extends core platform functionality.

Salesforce Certified Platform Administrator II Sample Questions (Q16-Q21):

NEW QUESTION # 16

Users at Urso Major Solar want to create complex dashboards with supporting charts based on data to come from a variety of sources, some of which live on the Internal company shared drives.

Which product should the administrator recommend to meet the users' needs?

- **A. Tableau CRM**
- B. Lightning Dashboard Builder
- C. List views
- D. Report Bulkier

Answer: A

Explanation:

Tableau CRM is a product that allows you to create complex dashboards with supporting charts based on data from a variety of sources, including Salesforce data and external data sources. Tableau CRM uses an analytics platform that stores data in datasets and lets you explore and visualize data using lenses and dashboards. You can also use artificial intelligence and machine learning features to discover insights and make predictions from your data. Tableau CRM is integrated with Salesforce and can be accessed from various apps and objects. References: https://help.salesforce.com/s/articleView?id=sf.bi_overview.htm&type=5 https://help.salesforce.com/s/articleView?id=sf.bi_data_overview.htm&type=5

NEW QUESTION # 17

On the Contact record, if a contact has the value of 'CEO' in the Title field, the administrator wants to require the users to also put a phone number in the Phone field.

What formula should the administrator put in the Error Condition Formula of a validation rule to enable this?

- A. Title <> 'CEO' && NOT(ISBLANK(Phone))
- **B. Title = 'CEO' && ISBLANK(Phone)**
- C. Title <> 'CEO' && ISBLANK(Phone)
- D. Title = 'CEO' && NOT(ISBLANK(Phone))

Answer: B

Explanation:

The error condition formula of a validation rule should return TRUE when the validation rule should fire and display an error message. In this case, the validation rule should fire when the Title field has the value of 'CEO' and the Phone field is blank. The formula Title = 'CEO' && ISBLANK(Phone) returns TRUE when both conditions are met, and FALSE otherwise. References: https://help.salesforce.com/s/articleView?id=sf.fields_useful_field_validation_formulas.htm&type=5

NEW QUESTION # 18

The salts team at Universal Containers has asked the administrator to build functionality to automatically update the account checkbox field 'Opportunity Created' to checked when at least one related opportunity has been created.

What feature should the administrator use to build this functionality?

- A. Screen flow
- B. Workflow rule
- **C. Record-triggered flow**
- D. Assignment rule

Answer: C

Explanation:

Record-triggered flow is a feature that allows administrators to automate actions that occur when a record is created or updated. Record-triggered flow can perform actions such as updating fields, creating records, sending emails, or invoking Apex code. Record-triggered flow can be used to update the account checkbox field 'Opportunity Created' when at least one related opportunity has been created

NEW QUESTION # 19

What should an administrator use as an alternative to a Process Builder to expedite the time required to update the records?

- **A. Before save Flow Trigger**
- B. Workflow Rule Field Change
- C. Batch Update
- D. Screen Row

Answer: A

Explanation:

A before save flow trigger is a type of flow that runs before a record is saved and can update the record without any additional actions or database operations. This can expedite the time required to update the records and improve performance. A before save

flow trigger can be used as an alternative to a process builder that updates the same record that triggered it. References:
https://help.salesforce.com/s/articleView?id=sf.flow_concepts_trigger.htm&type=5 https://help.salesforce.com/s/articleView?id=sf.flow_ref_elements_triggers.htm&type=5

NEW QUESTION # 20

A custom object called Item has a many-to-many relationship with the Account and Quota objects. At Cloud Kicks, account owners are changed frequently while ownership of Quota records remains unchanged. When an account owner is updated, the new account owner can only see Item records if they are also the owner of the Quota record.

What step should the administrator take to give access to all Item records?

Change the data format of the Quota relationship field from master-detail to lookup.

- A. Re-assign the Quota master-detail to the primary and the
- **B. Give the account owner Read access to both the Account and the Quota objects**
- C. Create a Quota criteria-based sharing rule using ISCHANGED for the Account Owner field.
- D. Account master-detail to secondary.

Answer: B

Explanation:

Giving the account owner Read access to both the Account and the Quota objects will give access to all Item records. Since Item is a junction object between Account and Quota, users need to have at least Read access to both parent objects to see Item records. If users have access to only one parent object, they will not be able to see Item records related to the other parent object.

References: https://help.salesforce.com/s/articleView?id=sf.relationships_manytomany.htm&type=5

NEW QUESTION # 21

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