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Salesforce Plat-Admn-301 Exam Syllabus Topics:

Topic	Details
Topic 1	<ul style="list-style-type: none">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.
Topic 2	<ul style="list-style-type: none">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 3	<ul style="list-style-type: none"> Auditing and Monitoring: This section of the exam measures skills of a Salesforce Support Specialist and covers the tools used to monitor system behavior and review user activity. It includes understanding debug logs, setup audit trail, and methods for ensuring sensitive data is handled correctly in both production and sandbox environments. It also explains how to review and troubleshoot security settings, including recognizing pending updates that might affect system access.
Topic 4	<ul style="list-style-type: none"> Objects and Applications: This section of the exam measures the skills of a Salesforce Business Analyst and covers selecting appropriate object and application-level solutions to meet business needs. It focuses on identifying when to use master-detail relationships, lookups, junction objects, related lists, record types, Schema Builder, and Object Creator. The section also includes improving UI and user experience using App Manager, Lightning App Builder, Dynamic Forms, standard Lightning components, console apps, and tools like the Lightning page analyze button.
Topic 5	<ul style="list-style-type: none"> 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.

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Salesforce Certified Platform Administrator II Sample Questions (Q60-Q65):

NEW QUESTION # 60

Sales reps and partner consultants at Cloud Kicks work on the same kinds of shoe deals. The administrator has been asked to ensure that the Profit new on the Opportunity object is available to sales reps and is hidden from partners using Field Level Security. Which two features should the administrator use to fulfill this request?

Choose 2 answers

- A. Organization-wide Defaults
- **B. Profiles**
- C. Permission Set
- **D. Record Type**

Answer: B,D

Explanation:

A delegated administrator is a user who has been granted limited administrative privileges by an administrator through delegated administration groups. Delegated administrators can perform some administrative tasks without having full access to Setup.

Some functions that delegated administrators can perform are:

* B) Build automation and validation rules using screen flows

Screen flows are types of flows that guide users through screens with elements such as text boxes, picklists, radio buttons, etc.

Screen flows can also perform actions such as creating records, updating fields, sending emails, etc. Delegated administrators can build automation and validation rules using screen flows if they have been granted access to create and edit flows by an administrator. References: https://help.salesforce.com/s/articleView?id=sf.flow_concepts_design_overview.htm&type=5 https://help.salesforce.com/s/articleView?id=sf.flow_distribute_delegated_admins.htm&type=5

* D) Make updates to permission set configurations

Permission sets are collections of settings and permissions that can extend users' functional access without changing their profiles.

Delegated administrators can make updates to permission set configurations if they have been granted access to manage users by an

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

NEW QUESTION # 61

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' && NOT(ISBLANK(Phone))
- D. Title <> 'CEO' && 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 # 62

Ursa Major Solar (UMS) wants to improve its customers' ability to search for knowledge articles. UMS has already created categories for articles.

Which two additional changes should be made to improve search capabilities?

Choose 2 answers

- A. Configure Global Search for specific search terms.
- B. **Create synonyms for specific search terms.**
- C. Promote specific search terms for specific articles.
- D. Configure Einstein Search for specific search terms.

Answer: B,C

Explanation:

Knowledge is a feature that allows administrators to create, manage, and share articles that provide information and solutions for common issues or questions. Knowledge articles can be searched by users using keywords or phrases.

To improve its customers' ability to search for knowledge articles, UMS can use two options:

* B) Create synonyms for specific search terms.

Synonyms are words or phrases that have the same or similar meanings, such as "TV" and "television" or "fix" and "repair". By creating synonyms for specific search terms, administrators can ensure that customers can find relevant articles even if they use different words or spellings than the ones used in the articles.

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

* D) Promote specific search terms for specific articles.

Promoted search terms are keywords or phrases that administrators can associate with specific articles to boost their relevance and ranking in search results. By promoting specific search terms for specific articles, administrators can ensure that customers can find the most helpful or popular articles for their queries.

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

NEW QUESTION # 63

The VP of sales at AW Computing utilizes a Lead report grouped by Country and Lead Source to show where the leads are coming from. The number of leads varies greatly for each Country.

What should the administrator configure on the report to show the Lead Source effectiveness for each country?

- A. PREVGROUPVAL function

- B. The 'Show Unique Count'*
- C. Bucket filters
- D. **PARENTGROUPVAL Function**

Answer: D

Explanation:

The PARENTGROUPVAL function is a formula function that returns the value of a parent group in a report. It can be used to compare values across different groupings and show relative performance. In this case, the administrator can use this function to show the lead source effectiveness for each country by calculating the percentage of leads from each lead source divided by the total number of leads for each country. References:

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

NEW QUESTION # 64

An administrator at Cloud Kicks has been asked to reduce the file size of full data exports in order to have quicker exports.

Which three recommendations should the administrator make?

Choose 3 answers

- A. **Keep deleted record counts to a minimum**
- B. **Deselect 'Include images, documents, and attachments' in the export.**
- C. Unselect the recycle bin in the object export option.
- D. **Reduce the amount of objects per export.**
- E. Request a backup file every 5 days.

Answer: A,B,D

Explanation:

Three recommendations that the administrator can make to reduce the file size of full data exports are:

- * Reduce the amount of objects per export. By selecting only the objects that are necessary for the backup and excluding the ones that are not, you can reduce the number of files and records that are exported and decrease the file size.
- * Deselect 'Include images, documents, and attachments' in the export. By unchecking this option, you can exclude the files that are stored in Salesforce as images, documents, or attachments from the export.

These files can take up a lot of space and increase the file size significantly.

- * Keep deleted record counts to a minimum. By emptying the recycle bin regularly or using hard delete options, you can reduce the number of deleted records that are included in the export. Deleted records are still counted as part of the export limit and can increase the file size.

The other two options are incorrect because:

- * Requesting a backup file every 5 days does not reduce the file size of each export. It only increases the frequency of exports and may cause more storage issues.

- * Unselecting the recycle bin in the object export option does not reduce the file size of full data exports.

It only applies to individual object exports and not to weekly or monthly exports.

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

NEW QUESTION # 65

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