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Salesforce ADM-201 Salesforce Certified Administrator 1



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Salesforce Plat-Admn-201 Exam Syllabus Topics:

Topic	Details
Topic 1	<ul style="list-style-type: none">Productivity and Collaboration: This domain addresses activity management, Chatter collaboration, Salesforce mobile app customization, and AppExchange applications including managed and unmanaged packages.
Topic 2	<ul style="list-style-type: none">Agentforce AI: This domain introduces AI-powered agents in Salesforce, covering use cases, configuration in Agent Builder, security considerations, and troubleshooting agent permissions.
Topic 3	<ul style="list-style-type: none">Object Manager and Lightning App Builder: This domain focuses on Salesforce data architecture, including object relationships, field customization, page layout management, and understanding the implications of field deletions on dependent features.
Topic 4	<ul style="list-style-type: none">Sales and Marketing Applications: This domain addresses sales cycle management from leads to opportunities, including productivity features, lead automation, campaign management, forecasting, and Einstein for Sales capabilities.
Topic 5	<ul style="list-style-type: none">Data and Analytics Management: This domain focuses on data operations including importing, exporting, and backing up data, maintaining data quality through validation rules, and creating reports and dashboards while understanding sharing model impacts.
Topic 6	<ul style="list-style-type: none">Service and Support Applications: This domain covers case management systems, including case assignment, queues, and automation through escalation rules, auto-response rules, and Einstein for Service.
Topic 7	<ul style="list-style-type: none">Automation: This domain covers automation tools for streamlining business processes, including assignment and escalation rules, Flow configuration for various scenarios, and approval process setup.

Salesforce Certified Platform Administrator Sample Questions (Q109-Q114):

NEW QUESTION # 109

How should a Platform Administrator provide users with individualized views of data on a dashboard?

- A. Set View Dashboard As to Me.
- B. Add a Dashboard Filter to change the dashboard view.
- C. Create a Dynamic Dashboard.
- D. Set View Dashboard As to Another person.

Answer: C

Explanation:

A Dynamic Dashboard is a specific type of dashboard where the data displayed changes based on which user is currently viewing it. By setting the "View Dashboard As" property to "The logged-in user," the dashboard components will respect each individual user's sharing settings, role hierarchy, and record ownership. For example, if a sales rep views a dynamic dashboard, they might only see their own \$100k pipeline, while their manager viewing the same dashboard would see the team's combined \$1M pipeline. This eliminates the need for an administrator to create and maintain dozens of identical dashboards for different individuals. Dashboard Filters (Option A) allow users to narrow down data but do not change the fundamental "running user" security context. Setting the dashboard to run as "Me" (the admin) or "Another person" (Options C and D) creates a static view where everyone sees the same

data, which is the opposite of providing an individualized view.

NEW QUESTION # 110

Cloud Kicks needs to be able to show different picklist values for sales and marketing users. Which two options meet this requirement?

- A. One page layout, two record types, one picklist
- B. Two page layouts, one record type, two picklists
- C. One record type, two profiles, one picklist
- D. Two permission sets, one record type, one picklist

Answer: A,B

Explanation:

There are two primary ways to display different picklist values to different groups of users. The first, and most common, is using Record Types (Option C). A single picklist field can have its available values filtered at the Record Type level. By creating a "Sales" record type and a "Marketing" record type, the admin can select which values are visible for each. These record types are then assigned to the respective users' profiles. The second method (Option D) involves using different Page Layouts and two separate picklist fields. In this scenario, the admin creates two distinct fields (e.g., "Sales Category" and "Marketing Category") and places only the relevant field on the page layout assigned to that specific team. This is less common but effective if the data needs to be stored in entirely different buckets. Option B is incorrect because profiles themselves do not filter picklist values; they only control which record types a user can access.

NEW QUESTION # 111

Cloud Kicks has an administrator team that manages the org. The company has asked for a small subset of leadership users to have Modify All access, like the administrators have. How should the administrator team accomplish this?

- A. Assign the standard Platform User profile to the leadership users and edit the permissions to Modify All access.
- B. Assign the standard User profile to the leadership users and add a custom permission set with Modify All access.
- C. Assign the standard System Administrator profile to the leadership users that includes the Modify All access.
- D. Clone the standard User profile to the leadership users and assign a Modify All role to grant access.

Answer: B

Explanation:

Salesforce best practices dictate the Principle of Least Privilege, which means users should only be given the minimum level of access required to do their jobs. Assigning leadership users the "System Administrator" profile (Option B) is dangerous because it grants them the ability to change the system configuration, delete fields, and manage users. Instead, the administrator should keep the leadership users on their standard functional profile and grant the "Modify All Data" permission via a Permission Set. This approach provides the users with the data visibility they need (the ability to view and edit all records across the org) without giving them administrative control over the backend setup. Option A is incorrect because you cannot edit standard profiles directly. Option D is incorrect because "Roles" control record visibility and hierarchy, but they do not grant administrative permissions like "Modify All Data." Using a Permission Set is the most secure and flexible way to elevate data access for a specific group.

NEW QUESTION # 112

Cloud Kicks wants users to only be able to choose the opportunity stage Closed Won if the Lead source has been selected. How should a Platform Administrator accomplish this goal?

- A. Make Lead source a dependent picklist to the Opportunity Stage field.
- B. Configure a validation rule requiring Lead source when the stage is set to Closed Won.
- C. Make the opportunity stage a dependent picklist to the Lead source.
- D. Change the Opportunity Stage field to Read Only on the page layout.

Answer: B

Explanation:

A Validation Rule is the correct tool for enforcing conditional data entry requirements. When a business rule dictates that a field

(Lead Source) must be populated only when another field (Stage) reaches a specific value (Closed Won), a validation rule can evaluate this logic every time a record is saved. The formula would check if the Stage is "Closed Won" and simultaneously check if the Lead Source field is blank. If both conditions are true, the system displays an error message and prevents the user from saving the record. This ensures 100% data compliance. Dependent picklists (Options A and D) are used to filter available options in one list based on the selection of another, but they cannot "require" a value to be present based on a stage change in the same way a validation rule can. Making the stage "Read Only" (Option B) would prevent users from ever winning a deal. Validation rules are the standard method for maintaining data quality during critical transitions in the sales lifecycle.

NEW QUESTION # 113

Which two data loss considerations should a Platform Administrator keep in mind when changing a custom field type from Text to Picklist?

- A. There will be no data loss with use of a global value set.
- **B. Assignment and escalation rules may be affected.**
- **C. Any list view based on the custom field is deleted.**
- D. Auto updates will be made to Visualforce references to prevent data loss.

Answer: B,C

Explanation:

Changing a field type is a significant configuration change that can have downstream impacts. When converting from Text to Picklist, a Platform Administrator must be aware of two critical consequences:

List View Deletion: Any list views that use that specific custom field as a filter will be automatically deleted or the filter will be removed. This happens because the filter logic for a text field (which uses operators like "contains") is fundamentally different from a picklist (which uses "equals").

Automation Impact: Assignment rules, escalation rules, and validation rules that reference the field may be disabled or function incorrectly. Because these automations rely on specific text strings, changing the field to a picklist requires the administrator to manually review and update the logic to ensure it aligns with the new picklist values.

Option A is incorrect because Salesforce does not automatically update code references. Option C is incorrect because data loss can still occur if existing text values do not exactly match the new picklist entries.

NEW QUESTION # 114

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