

2026 RCA Top Dumps | Latest RCA Valid Test Tutorial: 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 (Q20-Q25):

NEW QUESTION # 20

What is true when importing a LEF or .XMEF bundled transcript file from the Document object?

- A. Bundled transcript files are not supported in Relativity.
- B. Exhibits are uploaded, but need to be linked manually.
- C. Existing links to exhibits in the transcript are visible once completed.
- D. Exhibits need to be parsed out and uploaded separately.

Answer: C

Explanation:

The correct answer is D. Existing links to exhibits in the transcript are visible once completed. Relativity's official Transcripts documentation states that supported bundle file types include .lef and .xmef. When a bundle is uploaded, Relativity extracts the transcript file and displays the extra files as exhibits. The documentation further states that existing links to exhibits in transcript files will be visible in the Viewer once they are uploaded to Relativity. That is a direct match to option D.

This makes the other options incorrect. Bundled transcript files are explicitly supported, so option A is wrong.

Exhibits do not need to be manually linked in the way described by option B when the transcript already contains those links;

Relativity preserves and displays existing links. Option C is also incorrect because the documentation explains that the bundle upload process extracts the transcript and surfaces the additional files as exhibits, rather than requiring administrators to parse and upload them separately. From a case administration standpoint, this is useful because it streamlines transcript management and preserves exhibit relationships during import. Therefore, when importing LEF or XMEF bundled transcript files from the Document object, the true statement is that existing links to exhibits are visible once the upload is completed.

NEW QUESTION # 21

When using Import/Export, what happens to existing metadata fields when you select the option to overlay metadata while importing a document load file that contains several blank metadata values?

- A. Only fixed-length text fields will be overlaid with the blank values.
- B. The overlay will error for each document with blank values.
- C. The existing values will remain in the corresponding mapped fields.
- D. The blank values will replace the existing field values.

Answer: D

Explanation:

The correct answer is C. The blank values will replace the existing field values. Relativity's Import/Export document load file import documentation states that for Append/Overlay and Overlay Only, if a blank metadata field exists in the load file, the blank value will overlay remove any existing value in the corresponding mapped field. That means the blank value does not preserve the original value; it clears it.

This rules out the other options. The import does not preserve the old value in the mapped field, so option A is incorrect. The workflow does not error merely because blank values are present, so option B is also incorrect.

Option D is wrong because the behavior is not limited to fixed-length text fields; it is described generally for mapped metadata fields in overlay mode. Therefore, the correct answer is that blank values replace existing field values during overlay import.

NEW QUESTION # 22

What field is set when adding a production data source to a production set?

- A. Production type
- B. Placeholder image format
- C. Branding text size
- D. Production numbering

Answer: A

Explanation:

The correct answer is B. Production type. Relativity's official Production Data Source documentation states that when adding a production data source, one of the fields you configure is Production Type , where you select whether the data source will produce images, natives, or both . This is explicitly part of the production data source setup dialog.

This makes sense because production data sources are used to attach saved searches to a production set and can define how those specific subsets of documents should be produced. Relativity also documents that placeholders can be assigned at the production data source level so that different saved searches in the same production can use different placeholder behavior. However, Production Numbering is defined at the production set level rather than as a field you set when creating the individual production data source.

Likewise, Branding text size and Placeholder image format are production-level settings, not the core field identified in the data source setup described by Relativity.

From an RCA standpoint, this distinction matters because administrators configure overall production behavior in the production set, while more granular document-source behavior is controlled on each production data source. Therefore, the correct answer is B. Production type .

NEW QUESTION # 23

After imaging the documents in preparation for production, the case team asks for the estimated image count of the production. How can you quickly obtain the image count for the case team?

- A. Export the results of the Mass Convert operation.
- **B. Use the Tally/Sum/Average mass operation on the Relativity Image Count field.**
- C. Use the Has Images widget on your pre-production dashboard.
- D. Export the Relativity Image Count field and calculate it in Excel.

Answer: B

Explanation:

The correct answer is D. Use the Tally/Sum/Average mass operation on the Relativity Image Count field.

Relativity's Tally/sum/average documentation says this mass operation is commonly used to determine the number of pages in a print job or production. Relativity also specifically documents, in related guidance, that to estimate project size you can use Tally/sum/average on the Relativity Image Count field.

This makes it the fastest and most direct built-in method for obtaining an image count estimate. The other options are less efficient or are not the documented workflow for quickly producing a total image count.

Therefore, the correct answer is to use Tally/Sum/Average on the Relativity Image Count field.

NEW QUESTION # 24

What option cannot be configured when you create a new production data source?

- A. Whether or not to burn redactions on the documents.
- B. The markup set to apply.
- C. The placeholder to apply.
- **D. The field to use for production numbering.**

Answer: D

Explanation:

The correct answer is A. The field to use for production numbering. Relativity's documentation distinguishes between production set settings and production data source settings . The production set defines overarching settings such as document numbering , appearance of numbering, and related production-wide behaviors. By contrast, the production data source page includes settings such as production type , placeholder image format , burn redactions , burn native redactions , burn PDF redactions , and markup set .

This means the field used for production numbering is not configured at the individual data source level; it belongs to the production set itself. The other options are all part of production data source configuration.

The documentation explicitly shows Burn Redactions and Markup Set , and placeholder behavior is also configured within the production data source settings.

Therefore, the option that cannot be configured when creating a new production data source is the field to use for production numbering , because that is a production-set-level setting rather than a data-source-level one.

NEW QUESTION # 25

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