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In order to take the Salesforce Certified Administrator Exam, candidates must have a solid understanding of Salesforce functionalities and capabilities. They must also have practical experience in administering Salesforce applications. Salesforce offers a variety of training courses and resources that can help candidates prepare for the exam, including online courses, study guides, and practice exams.

Salesforce Certified Administrator Sample Questions (Q203-Q208):

NEW QUESTION # 203

Dreamhouse realty wants to offer a form on its experience cloud site where inspectors will submit findings from a property inspection.

Which feature should an administrator place on the page to fulfill this requirement?

- **A. Screen Flow**
- B. Related List
- C. Record Detail
- D. Autolaunched Flow

Answer: A

Explanation:

Explanation

Screen flow allows you to create a form that collects user input and performs actions based on that input. You can use screen components to display questions and instructions, and use flow logic to update records or send notifications.

References: <https://trailhead.salesforce.com/content/learn/modules/screen-flows/get-started-with-screen-flows>

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

NEW QUESTION # 204

Northern Trail Outfitters uses a custom object Invoice to collect customer payment information from an external billing system. The Billing System field needs to be filled on every Invoice record.

How should an administrator ensure this requirement?

- **A. Define an approval process for the child.**
- B. Create a Process Builder to set the field.
- C. Make the field universally required.
- D. Require the field on the record type.

Answer: A

NEW QUESTION # 205

An administrator Creates a custom text area field on the Account object and adds it to the service team's page layout. The services team manager loves the addition of this field and wants it to appear in the highlights panel so that the services reps can quickly find it when on the Account Page How should the administrator accomplish this?

- A. Create a new page layout and a new section titled highlights panel.
- B. Make the field required and move it to the top of the page.
- **C. In the Account object manager, create a custom compact layout.**
- D. From the page layout editor, drag the field to the highlights panel.

Answer: C

NEW QUESTION # 206

New leads need be routed to the correct Sales person based on the lead address.

- A. Configure validation rule
- B. Create a formula field
- C. Assign with an escalation rule
- **D. Use lead assignment rule**

Answer: D

Explanation:

Explanation

Lead assignment rule is a feature that can be used to route new leads to the correct sales person based on the lead address. Lead assignment rule can assign leads to users or queues based on certain criteria, such as lead source, industry, or location. Lead assignment rule can also send email notifications to the new lead owners or other recipients. References:

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

NEW QUESTION # 207

Universal Containers has three separate lines of business. Each line has specific fields that must be displayed to users. However, the fields needed by the sales team are different than the fields needed by the service team. How should the administrator configure this requirement?

- A. Create one record type with six Page Layouts.
- B. Create six record types, each with 1 page layout.
- C. Create two record types, each with 3 page layouts.
- **D. Create three record types, each with 2 page layouts.**

Answer: D

Explanation:

Explanation

A record type is a feature that allows administrators to offer different business processes, picklist values, page layouts, etc., to different users based on their profile or role. A page layout is a feature that allows administrators to control how fields, related lists, buttons, etc., are arranged on a record detail or edit page for each object. In this case, since Universal Containers has three separate lines of business with specific fields for each line; and since sales team needs different fields than service team; the administrator should create three record types for each line of business; and create two page layouts for each record type - one for sales team and one for service team. References:

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

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

NEW QUESTION # 208

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