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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 (Q82-Q87):

NEW QUESTION # 82

You loaded a third-party production of native files, and the case team would like a field that provides the file size for each of the files received. What is the most efficient way to populate information for your native files?

- A. Run the Set extracted text size field script.
- B. Run the tally/sum/average mass operation on the native files.
- C. Run the Set native file size field script.
- D. The native file size is automatically populated for documents.

Answer: C

NEW QUESTION # 83

What is the default production sort order?

- A. Control number
- B. Custodian
- C. Artifact ID
- D. Family group

Answer: C

Explanation:

The correct answer is A. Artifact ID. Relativity's official Production Sets documentation states that in the Sorting section of a production, if no custom sort criteria are selected, the default sort order is Artifact ID, which Relativity describes as the load order of the documents. This is the platform's documented default for productions.

This is an important administrative detail because production sort order affects how documents are sequenced when a production is generated. Relativity also notes that when you apply a custom sort order, family groups are not kept together automatically, so administrators need to design sort strategies carefully if they want a specific production sequence. But absent any special configuration, Relativity defaults to Artifact ID.

The other options are not the documented default. Family group may be relevant in review workflows, but not as the production default sort order. Control number is also not the starting sort value because control numbers may be assigned independently of the production sort configuration. Custodian is a common field for review and QC, but again not the production default. Therefore, the correct answer is A. Artifact ID.

NEW QUESTION # 84

What is a possible expected application installation error and solution?

- A. Name conflicts: Rename or map Fields.
- B. Locking conflicts: Applications cannot be unlocked.
- C. Installation Errors: Modify the application.
- D. Restricted file type: Run a re-install.

Answer: A

Explanation:

The correct answer is B. Name conflicts: Rename or map Fields. Relativity's Troubleshooting application installation errors documentation explains that for Name conflicts, the available resolution options include Rename and Map Field. The page specifically instructs admins to use the Resolve Errors drop-down and choose either Rename or Map Field to address the conflicting artifact during application installation.

The other choices are inconsistent with the documentation. For locking conflicts, Relativity says you can resolve them by selecting the Unlock checkbox, so option A is incorrect. For restricted file types, the documented resolution is to remove the external resource from the application and re-install, not simply "run a re-install," so option D is incomplete and inaccurate. Option C is also too vague and not one of the documented named error-resolution pairings. Therefore, the correct expected application installation error and solution is Name conflicts: Rename or map Fields

NEW QUESTION # 85

What is true about the PDF mass operation?

- A. When you save a group of documents to a single PDF, the documents retain the sort order in which they appear in the document list.
- B. When you save a PDF as a zip, you can decide how to name the zip file.
- C. When saving the PDF as a zip, individual PDFs will automatically be named using just the control number.
- D. There is no limit on the number of characters that can be used to name the PDF files.

Answer: A

Explanation:

The correct answer is D. When you save a group of documents to a single PDF, the documents retain the sort order in which they appear in the document list. Relativity's Mass PDF documentation explicitly states that when you Mass Save as PDF a group of documents, the documents retain their sort order based on the order in which they appear within your document list . This is a direct match to option D.

The other options are contradicted by the same documentation. Option A is incorrect because when saving as a ZIP or PDF portfolio, Relativity gives multiple naming choices: control number , control number plus a field , or just a field . So the individual PDFs are not automatically limited to control number only. Option B is incorrect because the documentation states that the ZIP or portfolio container itself is always named result.

[extension] , meaning you do not choose the ZIP file name in that workflow. Option C is also wrong because Relativity imposes a file-name length limit and states that if the file name exceeds 251 characters , the system truncates it.

From an RCA perspective, this is a practical operational detail for export preparation and downstream organization of PDFs. The documented true statement is that the resulting PDF preserves the current document-list ordering. Therefore, the correct answer is D

NEW QUESTION # 86

In the Audit tab, which of these actions can you revert?

- A. Entity - Merge
- B. Field - Update
- C. Redaction - Update
- D. Document - Update

Answer: D

Explanation:

The correct answer is A. Document - Update . Relativity's official Audit documentation states that system admins can revert coding decisions from the Audit list, and that this action applies to the latest Document Update , Mass Update , or Propagate action on the Document object. That makes Document - Update the correct revertible action among the choices provided.

The other options are not listed by Relativity as revertible audit actions in this context. A Field - Update concerns the field object itself rather than a document coding decision. Entity - Merge may create audit records, but Relativity does not list it as an action that can be reverted through the Audit revert feature.

Redaction - Update is also not one of the documented revertible audit actions under the Audit tab's revert capability. From an RCA perspective, this distinction matters because Audit revert is narrowly scoped to specific document-level update actions and certain supported field types. Therefore, the correct answer is Document - Update .

NEW QUESTION # 87

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