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Certinia PSA-Sysadmin Exam Syllabus Topics:

Topic	Details
Topic 1	• Automated Jobs & Scheduled Maintenance: In this section, the focus is on how to schedule Jobs

Topic 2	- Schedule - Review - Delete Scheduled Jobs According to Business Needs; Perform Routine Cleanup, Configuration in 'Actuals Configuration Group' and Set Mode for Calculation, and App Log Maintenance.
Topic 3	- User Management: This section covers Security, how to manage User Access by Assigning & Managing, Permission Controls, User Access by Assigning Permission Controls, Workspaces, how to assign Workspaces to New Users, and how to maintain workspaces to Reflect Personas within the organization.
Topic 4	- PSA Custom Settings, Configuration Groups, and Metadata: This section covers Lightning Components & Visualforce Pages, how to manage Lightning Pages, use Field Sets to Customize Lightning and - or Visualforce Pages, PSA Configuration Groups, Manage Configuration Groups, PSA Custom Settings, Review & Maintain Existing Custom Settings, and creating - importing Regions-Practices-Groups.
Topic 5	- Configuration Management: In this section, the topics covered include General Configuration & UX customization, Customize Page Layouts, configuring Task Time Entry Mode, and creating Report and Dashboard Folders.

Certinia PSA System Administrator 2023 Sample Questions (Q50-Q55):

NEW QUESTION # 50

In your organization, you always send 2 separate invoices to your customers - one for Timecards & Expenses and the other for Misc Adjustment type billable records.

How could this be done automatically using FinancialForce functionality?

- A. In the first Billing cycle, the Billing team would deselect the "Include Misc Adjustment" checkbox, to exclude those records from the Billing Event. In the second Billing cycle, they would be required to select "Include Misc Adjustment" and deselect "Include Timecards and Expenses", resulting in two separate Billing Events.
- B. You would set the "Include Misc Adjustments" settings in the "Billing" custom settings to "False", so those are included in a separate Billing Event from Timecards & Expenses.
- C. You would set the "separateMiscellaneousAdiustments" Configuration Option to 'True", so that "Timecards & Expenses" and "Misc Adjustments" are included in two separate Billing events.

Answer: C

Explanation:

To automatically generate two separate invoices-one for Timecards & Expenses and another for Misc Adjustments, follow these steps:
* Navigate to Configuration Groups# Billing.
* Locate the setting "separateMiscellaneousAdjustments".
* Set the value to "True" to ensure Misc Adjustments are separated into a different Billing Event.
* Save and apply the changes.
* Option B (manually selecting checkboxes in each billing cycle) is incorrect because it requires manual intervention and does not automate the process.
* Option C (changing the "Include Misc Adjustments" setting in Billing custom settings) is incorrect because this setting does not control the separation of billing events.
Thus, the correct answer is A.
References:
* PSA Sys Admin Essentials Student Guide Fall 20

NEW QUESTION # 51

When a Timecard is entered into the system, a record is generated that can be used in calculating Actuals.

What is that record called?

- A. An "Accounting Log" record
- B. A "Revenue Item" record
- C. A "Transaction Delta" record

Answer: C

Explanation:
When a timecard is entered into the system, aTransaction Deltarecord is generated. This record is essential for calculating actuals.
* What is a Transaction Delta Record?
* It is a record that tracks the impact of approvedtimecards, budgets, billable milestones, and other financial elements.
* It signals whichfields need to be updatedin project actuals.
* Process Flow in Scheduled Mode:
* When a timecard isapproved, the system creates aTransaction Delta record.
* TheActuals Jobpicks up this delta record and updates actuals.
* TheTransaction Delta recordis deleted once the update is complete.
* Where to Monitor Transaction Delta Records?
* Add the following related lists to the Project page layout:
* Project Actuals
* Transaction Log
* Transaction Deltas
* Troubleshooting Errors with Actuals:
* If actuals are not reflecting, check for unprocessedTransaction Delta records.
* Manually trigger theActuals Calculation Jobfrom thePSA Administration tab.
* Certinia PSA Actuals Processing Guide
* Certinia PSA System Administration Essentials
References:

NEW QUESTION # 52
Where would you go to delete App Logs in bulk?

- A. System Administrator Workspace
- B. PSA Administration
- C. Backlog Details

Answer: B

Explanation:
* Understanding App Logs in PSA:
* App Logscapture errors related to actuals, billings, timecard rollups, and other processes.
* Excessive logscan cause systemperformance issuesand should be cleaned up regularly.
* Options Analysis:
* Option A:"PSA Administration"#Correct!App Log Cleanup Jobin PSA Administration allows bulk deletion of old logs.
* Option B:"System Administrator Workspace"#Not specific to PSA logs.
* Option C:"Backlog Details"#Irrelevant; backlog pertains to revenue forecasting.
* Steps to Delete App Logs in Bulk:
* Navigate toPSA Administration.
* FindApp Log Cleanup Job.
* Run the cleanup job to remove outdated logs.
* Alternatively, useDataloader.iofor bulk deletion.
References:
* PSA Sys Admin Essentials Student Guide.
* Everything you need to know about FinancialForce Project Actuals.

NEW QUESTION # 53
Your company has asked you as the Sysadmin to edit a few Timecards that have already been approved.
There are no Billing Events associated with the Timecards. What specific system permission allows you to perform this action?

- A. The Timecard Ops Edit Permission Control
- B. None - PSA does not allow any updates to approved Timecards
- C. The System Administrator Profile

Answer: A

Explanation:

Editing approved Timecards in PSA is restricted by permissions. However, if no Billing Events are associated with the timecard, an administrator with the correct permission control can make changes.

* Timecard Ops Edit Permission Control:
* Allows users with this permission to edit approved timecards when necessary.
* Ensures that financial records remain accurate while allowing flexibility for adjustments.
* System Administrator Profile Does NOT Automatically Grant This:
* The System Administrator profile alone does not provide access to modify approved timecards.
* Additional Timecard Ops Edit permission control is required.
* Why PSA Restricts Editing Approved Timecards:
* If Billing Events have been created, Timecards are locked to prevent financial discrepancies.
* Only unbilled timecards can be edited under special permissions.
* PSA System Administration Guide

References:

NEW QUESTION # 54

A Sales Associate is unable to enter a Resource Request. They have a Resource Contact record with the essential values populated, and the associated User record has been properly set up as well.

Which of the following steps should you take to grant the required additional permission?

- A. Assign the Resource Request Entry Permission Set.
- B. Ensure the Resource Request Entry checkbox is selected on the User.
- C. Create a Permission Control record and select the Resource Request Entry checkbox.

Answer: A

NEW QUESTION # 55

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