

# Latest Version: 6.0

## Question: 1

How can you store procedures or instructions within a Package?

Response:

- A. Supplemental
- B. Review
- C. Notes Section
- D. User Instructions
- E. Review

**Answer: A**

## Question: 2

Before you create the Sign Off Instance, which does NOT need to be True?

Response:

- A. All doclets must be checked in and marked Complete.
- B. All comments must be Closed.
- C. If enabled, the Author Phase must be Complete.
- D. If enabled, the Review Phase must be Complete.

**Answer: B**

## Question: 3

What are two ways to insert new members into a Management Reporting grid?

Response:

- A. Type them directly into the dimension layout screen.
- B. Use Member Selector.
- C. Type them directly into the row and/or column header boxes.
- D. Type them directly into the member selection box.

**Answer: C,D**

## Question: 4

Which two types of Reference Doclets can you use to embed content?

Response:

- A. Adobe PDF
- B. Word
- C. PowerPoint
- D. Excel
- E. Management Reporting

**Answer: D,E**

## Question: 5

You have created a package and want to include data that can be only downloaded and viewed? What type of doclet would you use?

Response:

- A. Approved
- B. Doclet
- C. Reference
- D. Supplemental
- E. Finalized

**Answer: D**

## Question: 6

When you update values in the reference doclet, how do you update the embedded content in a doclet?

Response:

- A. Approve the Doclet.
- B. Inspect Embedded Content.
- C. Start the Review Phase.
- D. Submit the Doclet.
- E. Open or Refresh the Doclet.

**Answer: A**

### Question: 7

For which two components can an audit file be created?

Response:

- A. Reports
- B. My Library
- C. Report Packages
- D. Recent folders
- E. Data Sources

**Answer: C,D**

### Question: 8

Which two file formats are supported by Management Reporting?

Response:

- A. .des
- B. HTML
- C. Excel
- D. PDF
- E. .epr

**Answer: C,D**

### Question: 9

You want to add a logo to your Doclets, where would you make this update?

Response:

- A. Author Phase
- B. Report Package
- C. Style Sample
- D. Design Phase
- E. Format Grid

**Answer: B**

### Question: 10

At which time can the report package owner choose to initiate a review instance?

Response:

- A. never -- only the Admin may initiate a review instance
- B. when the Author Phase is completed
- C. at any time
- D. when the Author Phase is Approved

**Answer: C**