

# Confluence Admin Certification Practice Test (Sample)

## Study Guide



**Everything you need from our exam experts!**

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# Introduction

Preparing for a certification exam can feel overwhelming, but with the right tools, it becomes an opportunity to build confidence, sharpen your skills, and move one step closer to your goals. At Examzify, we believe that effective exam preparation isn't just about memorization, it's about understanding the material, identifying knowledge gaps, and building the test-taking strategies that lead to success.

This guide was designed to help you do exactly that.

Whether you're preparing for a licensing exam, professional certification, or entry-level qualification, this book offers structured practice to reinforce key concepts. You'll find a wide range of multiple-choice questions, each followed by clear explanations to help you understand not just the right answer, but why it's correct.

The content in this guide is based on real-world exam objectives and aligned with the types of questions and topics commonly found on official tests. It's ideal for learners who want to:

- Practice answering questions under realistic conditions,
- Improve accuracy and speed,
- Review explanations to strengthen weak areas, and
- Approach the exam with greater confidence.

We recommend using this book not as a stand-alone study tool, but alongside other resources like flashcards, textbooks, or hands-on training. For best results, we recommend working through each question, reflecting on the explanation provided, and revisiting the topics that challenge you most.

**Remember:** successful test preparation isn't about getting every question right the first time, it's about learning from your mistakes and improving over time. Stay focused, trust the process, and know that every page you turn brings you closer to success.

Let's begin.

# How to Use This Guide

**This guide is designed to help you study more effectively and approach your exam with confidence. Whether you're reviewing for the first time or doing a final refresh, here's how to get the most out of your Examzify study guide:**

## **1. Start with a Diagnostic Review**

**Skim through the questions to get a sense of what you know and what you need to focus on. Your goal is to identify knowledge gaps early.**

## **2. Study in Short, Focused Sessions**

**Break your study time into manageable blocks (e.g. 30 - 45 minutes). Review a handful of questions, reflect on the explanations.**

## **3. Learn from the Explanations**

**After answering a question, always read the explanation, even if you got it right. It reinforces key points, corrects misunderstandings, and teaches subtle distinctions between similar answers.**

## **4. Track Your Progress**

**Use bookmarks or notes (if reading digitally) to mark difficult questions. Revisit these regularly and track improvements over time.**

## **5. Simulate the Real Exam**

**Once you're comfortable, try taking a full set of questions without pausing. Set a timer and simulate test-day conditions to build confidence and time management skills.**

## **6. Repeat and Review**

**Don't just study once, repetition builds retention. Re-attempt questions after a few days and revisit explanations to reinforce learning. Pair this guide with other Examzify tools like flashcards, and digital practice tests to strengthen your preparation across formats.**

**There's no single right way to study, but consistent, thoughtful effort always wins. Use this guide flexibly, adapt the tips above to fit your pace and learning style. You've got this!**

## Questions

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- 1. What does enabling OpenSearch do in Confluence?**
  - A. Enables in-page search across all spaces**
  - B. Creates a new site-wide search index**
  - C. Allows you to add Confluence as a search provider to some web browsers**
  - D. Enables mobile search only**
  
- 2. Who can access a draft?**
  - A. Anyone with a Confluence account**
  - B. All space members**
  - C. Only users you have shared your draft with**
  - D. Only the draft owner**
  
- 3. Who is able to restore content from the space trash?**
  - A. The space administrator.**
  - B. Any user.**
  - C. Only the global admin.**
  - D. Only content creators.**
  
- 4. What happens if the Confluence license expires?**
  - A. Users can still update the Confluence site**
  - B. The license detail area becomes inaccessible**
  - C. The system automatically renews the license**
  - D. Users cannot update the Confluence site**
  
- 5. What does the Add Pages permission allow you to do in a Confluence space?**
  - A. Delete pages globally.**
  - B. Create new pages and edit existing pages in this space.**
  - C. Change space-wide permissions only.**
  - D. Publish pages to outside users.**

- 6. For Space / Application Links to function, what must exist?**
- A. No requirement**
  - B. There must already be an application link configured to the other application**
  - C. You can create a link without any preconfiguration**
  - D. The user must approve each link**
- 7. Which statement about the space trash and deleted content is true?**
- A. Deleted content can be restored only from backups.**
  - B. Deleted content sits in space trash and can be restored by the space admin if not purged.**
  - C. Deleted content cannot be restored after deletion.**
  - D. Trash is not used for restoring content.**
- 8. Which of the following is NOT a default Confluence group?**
- A. Confluence Administrators**
  - B. Confluence Users**
  - C. System Administrators**
  - D. Confluence Space Administrators**
- 9. When restoring from system backups to rollback, which data is included?**
- A. The database is included**
  - B. Only attachments**
  - C. Only logs**
  - D. Only application data**
- 10. What does the Inspect Permissions feature reveal?**
- A. A log of permission changes across the site.**
  - B. The user's login history.**
  - C. A person's effective permissions.**
  - D. The permissions assigned to groups.**

## Answers

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1. C
2. C
3. A
4. D
5. B
6. B
7. B
8. C
9. A
10. C

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## **Explanations**

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## 1. What does enabling OpenSearch do in Confluence?

- A. Enables in-page search across all spaces
- B. Creates a new site-wide search index
- C. Allows you to add Confluence as a search provider to some web browsers**
- D. Enables mobile search only

OpenSearch in Confluence enables browsers to recognize Confluence as a search provider. This standard lets the browser expose Confluence as an available search option in the browser's search box, so you can add Confluence to your browser's list of search providers and run queries directly from the browser. This is different from Confluence's own in-page search across spaces, which is about searching within the site itself. It also isn't about creating a new site-wide search index or being limited to mobile devices; those relate to Confluence's internal indexing or platform-specific behavior. The essence of enabling OpenSearch is to provide a browser-integrated search experience that lets you query Confluence from the browser's search field.

## 2. Who can access a draft?

- A. Anyone with a Confluence account
- B. All space members
- C. Only users you have shared your draft with**
- D. Only the draft owner

Drafts are unpublished, working versions of a page. They're private by default to the person editing, and others can only see them if you explicitly share the draft with them. That's why the best answer is that access is limited to the users you have shared your draft with. This supports private drafting and targeted review, rather than making the draft visible to everyone in the space or to all Confluence accounts. If you want someone to review, you invite them to view the draft; you can remove that access later as needed.

## 3. Who is able to restore content from the space trash?

- A. The space administrator.**
- B. Any user.
- C. Only the global admin.
- D. Only content creators.

Restoration from the space trash is governed by space-level permissions. When a page is deleted in a space, it goes into that space's Trash, and only someone with Space Administrator rights for that space can access and restore it. The global administrator handles site-wide settings, but they don't automatically gain access to per-space Trash unless they are also granted Space Admin permissions for that space. Regular users and content creators don't have the rights to restore items from the space Trash. That's why the space administrator is the one able to restore content from the space trash.

#### 4. What happens if the Confluence license expires?

- A. Users can still update the Confluence site
- B. The license detail area becomes inaccessible
- C. The system automatically renews the license
- D. Users cannot update the Confluence site**

Licensing controls whether the instance can accept changes. When the Confluence license expires, the system switches to a restricted mode that blocks edits and updates. In this state, users can't publish or modify content or configurations, so updating the Confluence site isn't possible until a valid license is applied again. The system does not auto-renew license permissions—you'll need to renew manually to restore full functionality. The renewal process is typically done by an administrator through the licensing area, rather than the product automatically renewing on its own.

#### 5. What does the Add Pages permission allow you to do in a Confluence space?

- A. Delete pages globally.
- B. Create new pages and edit existing pages in this space.**
- C. Change space-wide permissions only.
- D. Publish pages to outside users.

Add Pages is about creating content within a space. When you have this permission, you can add new pages in that space, but it doesn't automatically let you modify pages that already exist. Editing existing pages requires the Edit Pages permission (or being granted edit rights through space administration). In Confluence, permissions are granular and separate for creating, editing, and deleting content, so you typically need both Add Pages and Edit Pages if you want to create new content and update existing pages. The other options refer to different permissions (deleting pages, changing space-level permissions, or external publishing) that are not governed by Add Pages.

#### 6. For Space / Application Links to function, what must exist?

- A. No requirement
- B. There must already be an application link configured to the other application**
- C. You can create a link without any preconfiguration
- D. The user must approve each link

Application Links require a pre-established connection between the two applications. For Space and Application Links to function, there must already be an application link configured to the other application. That setup defines how the systems talk to each other—addressing, authentication details, and trust keys—so the space can reference and interact with the external app. Without that preconfiguration, there's nothing for the space to connect to, so the link can't work. Once the global application link exists, you can use it from the space. Saying there's no requirement, or that you can create a link without preconfiguration, isn't accurate, and per-link user approval isn't how this integration is typically managed.

7. Which statement about the space trash and deleted content is true?

- A. Deleted content can be restored only from backups.
- B. Deleted content sits in space trash and can be restored by the space admin if not purged.**
- C. Deleted content cannot be restored after deletion.
- D. Trash is not used for restoring content.

Deleted content moves into the space Trash and can be restored by the space admin as long as it hasn't been purged. When something is deleted in a space, it isn't removed forever immediately—it goes to that space's Trash. The space admin can browse the Trash and restore items to their original location unless someone or some process has permanently purged them. This provides a safety net for accidental deletions without needing a full backup restore. While backups exist for broader disaster recovery, the immediate and common restoration path for a recently deleted item is through the space Trash. The other statements don't fit because content can be restored from Trash, and trash is indeed used for restoring content, not just through backups.

8. Which of the following is NOT a default Confluence group?

- A. Confluence Administrators
- B. Confluence Users
- C. System Administrators**
- D. Confluence Space Administrators

Gives you a sense of who can manage what in Confluence by group. Confluence Users is the baseline group for most users, granting standard access. Confluence Administrators is the global group that provides site-wide admin rights, and Confluence Space Administrators is a per-space role you assign to manage a specific space's settings and permissions. System Administrators, however, is not a built-in default Confluence group. Global administration is handled through the Confluence Administrators group, and there isn't a default System Administrators group created by Confluence itself. If you encounter that name, it's likely a custom or context-specific group, not part of the standard defaults.

9. When restoring from system backups to rollback, which data is included?

- A. The database is included**
- B. Only attachments
- C. Only logs
- D. Only application data

Restoring from system backups to rollback targets the essential state of the site: the data and configuration that define how the system behaves. This critical state is stored in the database, which contains pages, spaces, permissions, users, and settings. Reverting the database brings the content and how the system is configured back to a previous point in time, which is why the database is included in a rollback. Attachments, log files, and other application data are typically stored separately or managed by different backup processes, and aren't guaranteed to be restored as part of the standard rollback. So the database is included because it carries the core, restorable state of the site.

## 10. What does the Inspect Permissions feature reveal?

- A. A log of permission changes across the site.
- B. The user's login history.
- C. A person's effective permissions.**
- D. The permissions assigned to groups.

Inspect Permissions reveals a person's effective permissions, meaning the actions they can actually perform on a specific page or space after combining all sources of access. It looks at direct grants to the user, their group memberships, the space's permissions, and any page restrictions, then shows the real capabilities you have as a result. This helps admins understand why a user can or cannot do something, beyond just knowing what permissions were assigned to them or their groups. For example, a user might belong to a group with view and edit rights, but if the page has a restriction that blocks editing, Inspect Permissions will reflect that the user cannot edit the page. It's a practical tool for troubleshooting access and validating security, rather than just listing assignments or showing login history.

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## Next Steps

**Congratulations on reaching the final section of this guide. You've taken a meaningful step toward passing your certification exam and advancing your career.**

**As you continue preparing, remember that consistent practice, review, and self-reflection are key to success. Make time to revisit difficult topics, simulate exam conditions, and track your progress along the way.**

**If you need help, have suggestions, or want to share feedback, we'd love to hear from you. Reach out to our team at [hello@examzify.com](mailto:hello@examzify.com).**

**Or visit your dedicated course page for more study tools and resources:**

**<https://confluenceadmin.examzify.com>**

**We wish you the very best on your exam journey. You've got this!**

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