

# Relativity E Discovery 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. Which term summarizes data in tables of charts, useful for analyzing data to identify trends or patterns?**
  - A. Workspace**
  - B. Views**
  - C. Pivot**
  - D. Search Results Pane view**
  
- 2. A Highly Correlated Term is best described as**
  - A. A Term That Has The Same Spelling As The Original Term**
  - B. A Term That Is Opposite In Meaning**
  - C. A Term That Is Strongly Related To The Original Term**
  - D. A Term Used Only In Technical Jargon**
  
- 3. Which term is the web-based interface for entering or editing document field values?**
  - A. Workspace**
  - B. Field**
  - C. Layout**
  - D. Choice**
  
- 4. What is the primary purpose of the Preservation stage?**
  - A. Ensure ESI is protected against alteration or destruction**
  - B. Gather ESI for further use**
  - C. Deliver ESI to others**
  - D. Display ESI to audiences**
  
- 5. To expand a search for a given term, you should submit**
  - A. A Single Term**
  - B. Two Or More Terms At Once**
  - C. An Entire Document Set**
  - D. Several Different Documents**
  
- 6. Retry Errors is intended to be used under what condition?**
  - A. Show Document Errors**
  - B. Build Index Full**
  - C. Retry Errors**
  - D. Activate Index**

- 7. What is the default length for a fixed-length text field?**
- A. The length of a variable-length field; defaults to 512 characters.**
  - B. The length of a fixed-length text field; defaults to 255 characters.**
  - C. The maximum length is always 1,000 characters.**
  - D. The length is not fixed.**
- 8. Which term stores document metadata or coding information?**
- A. Workspace**
  - B. Layout**
  - C. Field**
  - D. Choice**
- 9. Which stage evaluates ESI for relevance and privilege?**
- A. Review**
  - B. Analysis**
  - C. Production**
  - D. Identification**
- 10. When using Field Tree View with search term reports, which items appear if status is Completed?**
- A. Only search term report items with a status of Completed appear in the field tree.**
  - B. All items appear.**
  - C. Items with status of Pending appear.**
  - D. Items with error appear.**

## Answers

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

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## **Explanations**

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**1. Which term summarizes data in tables of charts, useful for analyzing data to identify trends or patterns?**

- A. Workspace**
- B. Views**
- C. Pivot**
- D. Search Results Pane view**

The main idea here is using a tool that condenses and reorganizes data to reveal patterns and trends. Pivot is designed for exactly that: it groups data by chosen fields and computes summaries like counts, sums, or averages, then presents the results in a compact table or chart. This makes it easy to compare categories, see how values change over time, and spot patterns across different dimensions. The other terms describe parts of the interface or how results are shown rather than a mechanism for summarizing data—Workspace is the project space, Views are saved search presentations, and the Search Results Pane view is just the results area.

**2. A Highly Correlated Term is best described as**

- A. A Term That Has The Same Spelling As The Original Term**
- B. A Term That Is Opposite In Meaning**
- C. A Term That Is Strongly Related To The Original Term**
- D. A Term Used Only In Technical Jargon**

In this context, the key idea is semantic relatedness between terms. A Highly Correlated Term is one that tends to appear in the same contexts or share meaning with the original term, signaling a close link in how the terms are used or understood. That's why describing it as a term that is strongly related to the original term fits best. For example, in a discussion of photosynthesis, related terms like chlorophyll or light energy often appear alongside photosynthesis, reflecting their close connection. This isn't about having the same spelling, being the opposite in meaning, or being used only in technical jargon—those describe different properties, not the strength of the relationship to the original term.

**3. Which term is the web-based interface for entering or editing document field values?**

- A. Workspace**
- B. Field**
- C. Layout**
- D. Choice**

The web-based form you use to enter or edit values is the layout. In Relativity, a layout defines which fields appear on the document editing page, how they're arranged, and what kind of input control is used (such as text boxes, date pickers, or dropdowns). This is the interface you interact with to type in or modify a document's field values, making it the direct means of entering data. Workspaces are the overall project containers, fields are the individual data items themselves, and choices are the options within a specific field like a dropdown—none of these describe the editing interface as directly as a layout does.

#### 4. What is the primary purpose of the Preservation stage?

- A. Ensure ESI is protected against alteration or destruction**
- B. Gather ESI for further use**
- C. Deliver ESI to others**
- D. Display ESI to audiences**

The Preservation stage is about protecting ESI from alteration or destruction to keep it intact for potential litigation. This means putting legal holds in place, stopping automatic deletions, restricting access as needed, and documenting actions to maintain the data's integrity and chain of custody. Keeping data untouched ensures it can be reliably collected, reviewed, and produced later, preserving its evidentiary value. Gathering data happens in the collection stage, while delivering or displaying data occurs later in production or presentation steps. Preservation specifically focuses on maintaining the data in its original state rather than moving or showing it.

#### 5. To expand a search for a given term, you should submit

- A. A Single Term**
- B. Two Or More Terms At Once**
- C. An Entire Document Set**
- D. Several Different Documents**

Expanding a search relies on letting the search system use one core term as the anchor and apply its built-in expansion rules to fetch related forms. Submitting a single term allows the engine to bring in variations such as different spellings, plural forms, synonyms, or related concepts, broadening the results to catch more relevant documents. If you supply two or more terms at once, the search tends to lock you into those exact terms or specific combinations, which can narrow what you retrieve rather than expand it. Providing an entire document set or several different documents isn't a search term and doesn't trigger the same expansion behavior, so it won't effectively broaden the search.

#### 6. Retry Errors is intended to be used under what condition?

- A. Show Document Errors**
- B. Build Index Full**
- C. Retry Errors**
- D. Activate Index**

This feature is used when you want to reprocess items that already caused failures in a previous run. If a batch of documents didn't process correctly—due to temporary issues or data quirks—you don't need to start over. You can target just the documents that errored and retry them. This helps fix transient problems without rebuilding the entire index or opening a log to view errors. It isn't for showing what went wrong (that's what viewing document errors is for), isn't for rebuilding the whole index from scratch, and isn't for activating an index. The purpose of retrying errors is specifically to reattempt processing on those failed documents.

## 7. What is the default length for a fixed-length text field?

- A. The length of a variable-length field; defaults to 512 characters.
- B. The length of a fixed-length text field; defaults to 255 characters.**
- C. The maximum length is always 1,000 characters.
- D. The length is not fixed.

A fixed-length text field reserves a specific number of characters, and that size is set when the field is created. If you don't specify a length, many systems use 255 characters as the default. This choice comes from historical conventions because 255 fits neatly in a single byte, offering a practical, widely-used default that balances typical short text needs with predictable storage. Because the field is fixed-length, space is allocated for the entire specified length regardless of how much text is actually stored, unlike variable-length fields that only use as much space as the content requires. So the default length you'll see is 255 characters.

## 8. Which term stores document metadata or coding information?

- A. Workspace
- B. Layout
- C. Field**
- D. Choice

Metadata about a document is kept in fields. A field is a specific data element designed to hold a piece of information about a document, such as author, date, or a review coder's decisions. In e-discovery systems, fields are the structured places where coding information and other metadata live, so they can be searched, filtered, and reported on. The other terms don't store metadata: a workspace is simply a container for organizing documents, a layout determines how information is shown in the interface, and a term like choice isn't the standard label for metadata storage.

## 9. Which stage evaluates ESI for relevance and privilege?

- A. Review**
- B. Analysis
- C. Production
- D. Identification

In eDiscovery, the step where attorneys determine what electronically stored information actually matters for the case and whether any items are protected by privilege is the Review stage. After data is identified, collected, and processed, reviewers read documents to decide if they're responsive to the discovery requests and should be produced, and they identify privileged material that must be redacted or withheld, often creating privilege logs as needed. This is the phase where relevance and privilege concerns are actively applied to the ESI. Production happens afterward when the chosen material is shared with the opposing party, while Identification focuses on locating potential sources and Analysis covers early case assessment and data insights.

**10. When using Field Tree View with search term reports, which items appear if status is Completed?**

- A. Only search term report items with a status of Completed appear in the field tree.**
- B. All items appear.**
- C. Items with status of Pending appear.**
- D. Items with error appear.**

When using Field Tree View with search term reports, the display is filtered by status. Setting the status to Completed shows only items that have finished processing. In other words, only search term report items whose status is Completed appear in the field tree, while items with Pending or Error (or any other non-Completed status) are hidden. This is why the best choice describes that only Completed items show up in the field tree.

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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://relativitydiscovery.examzify.com>**

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

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