Relativity Processing Specialist Practice Exam (Sample)

Study Guide

Everything you need from our exam experts!

Table of Contents

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

1. What is the outcome of selecting to create processing sets without determining inventory or discovery?

A. Processing will automatically fail

B. No action will be taken

C. It will initiate a processing set only

D. It will require user confirmation

2. When does text extraction occur during the discovery process?

A. When the percentage bar displays 0-25%

B. When the percentage bar displays 25-50%

C. When the percentage bar displays 50-75%

D. When the percentage bar displays 50-100%

3. If errors occur during discovery and auto-publish is scheduled, will it execute after discovery finishes?

A. Yes, it will execute

B. No, it won't execute

C. It may depend on the errors

D. Only if manually triggered

4. What action does Relativity perform when executing OCR during discovery?

A. It removes images

B. It populates the Extracted Text field

C. It stores native files

D. It performs text extraction on the images alone

5. During the extraction process in Relativity, which files might be excluded by default?

A. Files larger than a specified size

B. Non-image based documents

C. Files not supported for attachment or embedding

D. Files marked for deletion

6. Where can you find the error summary for all files processed during discovery?

A. Details Modal

B. Processing Errors

C. Processing Status

D. Errors Detail

7. True or False: You can map a processing field to anything other than a Unicode-enabled field.

A. True

B. False

C. Depends on the format

D. Only to specific fields

8. What happens to the files after being processed by Relativity?

A. They are deleted

B. They are archived

C. They remain in a file repository

D. They are transferred to another server

9. Which errors are associated with file types that must be handled manually?

A. Password Protected File

B. Field Configuration Error

C. Corrupt File

D. All of the above

10. Which of the following options is NOT valid for Parent/Child Numbering?

A. Continuous, Suffix on Retry

B. Custom Numbering

C. Suffix, Continuous on Retry

D. Continuous Always

Answers

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

Explanations

1. What is the outcome of selecting to create processing sets without determining inventory or discovery?

A. Processing will automatically fail

B. No action will be taken

C. It will initiate a processing set only

D. It will require user confirmation

Creating processing sets without first determining inventory or conducting a discovery typically means that the user is opting to initiate processing based on the existing parameters set within the system. When this option is selected, the system can still proceed to create a processing set, as it does not necessarily depend on the inventory or discovery phases to perform this function. It is important to recognize that while inventory and discovery are important for effective data management and understanding what data you have, the process of initiating a processing set can occur independently. This means that the system can proceed with creating the set based on default or predetermined settings even when these stages are skipped. Choosing this method may not provide the most comprehensive or accurate result, as skipping these initial critical steps can lead to processing without a clear understanding of the data set, yet it does not cause the processing to fail or halt the operation entirely.

2. When does text extraction occur during the discovery process?

A. When the percentage bar displays 0-25%

B. When the percentage bar displays 25-50%

C. When the percentage bar displays 50-75%

D. When the percentage bar displays 50-100%

Text extraction during the discovery process is a critical step involving the transformation of data into manageable and analyzable formats. This process typically begins at a certain threshold during the electronic discovery workflows, and understanding the percentage bar's representation can help clarify when text extraction is initiated. The correct answer indicates that text extraction occurs when the percentage bar displays 25-50%. At this stage, it reflects that a substantial portion of the data has been processed through initial stages such as ingestion and preliminary indexing. As the extraction process often relies on a certain level of data completeness to ensure accuracy and relevance, initiating text extraction during the 25-50% range allows for effective extraction techniques to be applied, optimizing the identification and organization of the data. This stage ensures that enough data is available for the extraction algorithms to operate efficiently, which may include recognizing patterns, identifying relevant documents, or extracting necessary metadata. It balances the need for sufficient data to be processed while still allowing for raw text and metadata extraction to take place in a timely and effective manner, crucial in the fast-paced context of discovery.

3. If errors occur during discovery and auto-publish is scheduled, will it execute after discovery finishes?

A. Yes, it will execute

B. No, it won't execute

C. It may depend on the errors

D. Only if manually triggered

If errors occur during the discovery phase and auto-publish is scheduled, it will not execute after discovery finishes. The auto-publish function is designed to activate only when the discovery process has been completed successfully without any errors. If there are issues during discovery, it indicates that the data is not in a suitable state to publish, which could lead to incomplete or inaccurate results being shared. This protection mechanism ensures that the integrity and reliability of the published data are maintained, as publishing erroneous data could have significant consequences. Therefore, if any errors are detected during the discovery phase, the auto-publish feature will halt its operation to prevent potential issues in the output.

4. What action does Relativity perform when executing OCR during discovery?

A. It removes images

B. It populates the Extracted Text field

C. It stores native files

D. It performs text extraction on the images alone

When executing Optical Character Recognition (OCR) during the discovery process, Relativity populates the Extracted Text field. This procedure involves analyzing images of documents, such as scanned PDFs or photographs of text, interpreting the characters within those images, and converting them into machine-readable text. Once this text is extracted, Relativity then stores it in the Extracted Text field associated with the relevant document, making it searchable and easier to analyze during the review process. This capability is crucial for legal and compliance professionals who need to find relevant information quickly in large volumes of documents. By extracting the text and storing it in a structured manner, Relativity allows users to conduct keyword searches, which significantly enhances the efficiency of the discovery process. While other options mention actions such as removing images, storing native files, or performing text extraction solely on images, these do not correctly summarize the primary function of OCR in the context of Relativity. The focus is on converting images to text, which is why the action of populating the Extracted Text field is the correct answer.

5. During the extraction process in Relativity, which files might be excluded by default?

A. Files larger than a specified size

B. Non-image based documents

C. Files not supported for attachment or embedding

D. Files marked for deletion

During the extraction process in Relativity, files marked for deletion are typically excluded by default. This is because files that have been designated for deletion indicate that they are not meant to be part of any ongoing or future reviews or analyses. By excluding these files, the extraction process ensures that only relevant and necessary documents are included for processing. Handling files marked for deletion is particularly important in maintaining the integrity of the dataset being extracted. It prevents the potential for confusion or errors that might arise from including outdated or unapproved materials. Consequently, focusing the extraction only on active, relevant files helps streamline the workflow and enhances the efficiency of the review process. In contrast, while files larger than a specified size, non-image based documents, and unsupported files may indeed have conditional handling during the extraction process, they are not universally excluded by default. Their handling can typically rely on specific configurations set by the user or the project's requirements, whereas files marked for deletion are generally omitted to maintain clarity and purpose in the extraction workflow.

6. Where can you find the error summary for all files processed during discovery?

A. Details Modal

B. Processing Errors

C. Processing Status

D. Errors Detail

The error summary for all files processed during discovery can be found in the "Processing Errors" section. This area is specifically designed to compile and present a comprehensive overview of any issues encountered during the processing of files. It allows users to quickly identify and assess errors related to the processing tasks, making it an essential resource for troubleshooting and ensuring that all relevant files have been processed correctly. The other sections listed serve different purposes: the "Details Modal" typically provides information about individual files rather than a summary, while "Processing Status" focuses on the overall progress and status of the processing job rather than specific errors. The "Errors Detail" section may provide more granular information about specific errors, but it does not aggregate all errors into a summary format. Thus, the "Processing Errors" section is the most appropriate choice for obtaining a summary of all processing-related errors.

7. True or False: You can map a processing field to anything other than a Unicode-enabled field.

A. True

B. False

C. Depends on the format

D. Only to specific fields

Mapping a processing field to anything other than a Unicode-enabled field is not possible, making the statement false. Unicode-enabled fields are specifically designed to accommodate a wider range of characters and symbols, essential for processing various types of data, especially when dealing with multiple languages and special characters. Therefore, only Unicode-enabled fields can be effectively utilized for mapping in data processing scenarios to ensure accurate representation and functionality of the data being handled. This is particularly important in contexts where text integrity and character consistency are critical. Other types of fields may lack the necessary compatibility to handle the complexities that Unicode fields are designed to address.

8. What happens to the files after being processed by Relativity?

A. They are deleted

B. They are archived

C. They remain in a file repository

D. They are transferred to another server

After files are processed by Relativity, they typically remain in a file repository. This is an important aspect of Relativity's functionality, as it allows users to access and manage the data efficiently for review, analysis, and export purposes. The file repository serves as a secure and organized storage area where the processed data can be easily retrieved and utilized within the platform. Maintaining files in a repository ensures that users have continuous access to the needed information without the risk of losing data or having to reprocess files. This accessibility is crucial for tasks such as e-discovery and legal review, where the integrity and availability of data play significant roles in the litigation process. Hence, keeping the files in a dedicated repository aligns perfectly with the operational needs of users leveraging Relativity for handling complex legal data.

9. Which errors are associated with file types that must be handled manually?

A. Password Protected File

B. Field Configuration Error

C. Corrupt File

D. All of the above

File types that require manual handling can generally exhibit a range of issues that necessitate human intervention to resolve. Each of the identified errors signifies different challenges that can occur during data processing. Password Protected Files present a barrier to automated processing because the system cannot access the contents without the correct password. Manual intervention is required to either obtain the password or remove the protection in order to continue working with the file. Field Configuration Errors occur when the data structure does not match expected configurations. This might happen due to incorrect data mappings or missing fields. Since such discrepancies cannot be automatically rectified by the system, they require a manual review and adjustment to ensure data integrity and proper format before further processing can begin. Corrupt Files are those that have been damaged and can no longer be read by the software. Automated systems usually cannot recover or repair these files without human assistance. The manual approach is necessary to either recover usable data from the corrupted files or to determine how to handle them appropriately. In summary, each of these errors points to unique challenges that prevent automated processing. Thus, all these errors must be managed manually, affirming that the correct answer encompasses all the specified issues.

10. Which of the following options is NOT valid for Parent/Child Numbering?

A. Continuous, Suffix on Retry

B. Custom Numbering

C. Suffix, Continuous on Retry

D. Continuous Always

Custom Numbering is not a valid option for Parent/Child Numbering because Parent/Child Numbering typically involves predefined numbering formats that adhere to specific rules for continuity and hierarchy. In contrast, options that include "Continuous" or "Suffix," especially in conjunction with parameters like "on Retry," reflect established methods for automatically generating numbers based on the context of previous entries. Continuous, Suffix on Retry, Suffix, Continuous on Retry, and Continuous Always all involve systematic approaches to numbering that help maintain order and organization within the Parent/Child structure. In these methods, numbers are assigned in a way that keeps track of parent and child relationships effectively, ensuring clarity and traceability, which is essential in data management and processing systems.

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.

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

https://relativityprocessing.examzify.com

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