Relativity Sales Certification Practice Test (Sample)

Study Guide

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Questions

1. **What information does the search term report provide in Relativity?**

   A. Details about user activity

   B. Insights on the effectiveness and results of searches conducted in the system

   C. Statistics on document storage

   D. User satisfaction ratings

2. **What does Relativity's support services primarily aim to provide?**

   A. Financial advice for clients

   B. Technical assistance for the platform

   C. Training for sales representatives

   D. Market research data

3. **What feature of RelativityOne allows control over document visibility?**

   A. Document security settings

   B. Workspace access roles

   C. User permissions management

   D. Audit log features

4. **Which of these functionalities does Redact provide?**

   A. File conversion tools

   B. Automated case reporting

   C. Document redaction capabilities

   D. Data analytics dashboards

5. **What is a benefit of Relativity Flex Commit subscriptions versus a Pay-as-you-Go option?**

   A. Flexibility in data management.

   B. Lock in unit rates for data to get the most certainty of unit prices.

   C. Access to priority customer support.

   D. Greater integration capabilities.

6. **What capability does the Import/Export feature provide?**

   A. Sharing data with external systems

   B. Transferring files from one workspace to another

   C. Integrating user feedback

   D. Syncing documents in real time

7. **What items are considered when calculating RelativityOne billable GB data size?**

   A. Text-only documents, images, and videos

   B. Native files, text-only documents, and images

   C. Only native files and text documents

   D. Compressed files and archives

8. **Which legal standards does Relativity comply with for data privacy?**

   A. ISO and NIST

   B. GDPR and HIPAA

   C. CCPA and COPPA

   D. FERPA and PCI DSS

9. **What data security compliance standard does RelativityOne currently carry in the US?**

   A. ISO 27001

   B. GDPR Compliance

   C. PCI DSS

   D. SOC-2 Type II

10. **What advantage does prioritized review provide to customers facing extensive document reviews?**

    A. It eliminates the need for document review entirely

    B. Allows for quicker access to all documents

    C. Bypasses review of large amounts of data

    D. Ensures every document is examined thoroughly

Answers

SAMPLE

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

Explanations

1. What information does the search term report provide in Relativity?

A. Details about user activity

B. Insights on the effectiveness and results of searches conducted in the system

C. Statistics on document storage

D. User satisfaction ratings

The search term report in Relativity offers valuable insights on the effectiveness and results of searches conducted within the system. This report is specifically designed to evaluate how well search terms are performing, highlighting which terms are yielding the desired results and how users are interacting with the search functionality. By analyzing this information, practitioners can refine their search strategies, ensuring that they are using terms that lead to meaningful and relevant document retrieval. This ability to assess search effectiveness is critical when dealing with large volumes of data, as it helps users optimize their efforts in locating pertinent information quickly and efficiently. Such insights empower users to enhance their search techniques, streamline processes, and improve overall productivity while working within the Relativity environment.

2. What does Relativity's support services primarily aim to provide?

A. Financial advice for clients

B. Technical assistance for the platform

C. Training for sales representatives

D. Market research data

Relativity's support services are primarily focused on offering technical assistance for the platform. This encompasses a wide range of support, including troubleshooting issues, answering user questions about the software, helping with installation and configuration, and ensuring that clients can effectively utilize the features available to them. By providing expert technical guidance, Relativity ensures that users can maximize the efficiency and effectiveness of their e-discovery processes, leading to better outcomes in their legal and compliance work. The nature of this support is crucial because users often encounter complex challenges while navigating the software, and having access to reliable technical help allows clients to overcome these obstacles swiftly and maintain productivity.

3. What feature of RelativityOne allows control over document visibility?

    A. Document security settings

    B. Workspace access roles

    C. User permissions management

    D. Audit log features

The feature of RelativityOne that allows control over document visibility is user permissions management. This functionality enables administrators to define what actions individual users or groups of users can take concerning documents within a workspace. By setting specific permissions, administrators can restrict access to certain documents based on roles or user attributes, ensuring that sensitive information is only accessible to authorized personnel. This capability is essential for maintaining compliance with privacy regulations and protecting confidential information throughout the document lifecycle. Although document security settings, workspace access roles, and audit log features are also important in managing a workspace, they do not directly control document visibility in the way that user permissions management does. Document security settings might help with confidentiality but do not provide granular control, workspace access roles define the level of interaction with an entire workspace rather than individual documents, and audit logs primarily track user actions rather than manage visibility.

4. Which of these functionalities does Redact provide?

    A. File conversion tools

    B. Automated case reporting

    C. Document redaction capabilities

    D. Data analytics dashboards

Redact specifically focuses on document redaction capabilities, which is a crucial functionality for ensuring the confidentiality and privacy of sensitive information within documents. When organizations handle legal or sensitive data, the ability to identify and redact sensitive information such as personally identifiable information (PII), financial details, or proprietary business information is essential. Redaction tools allow users to permanently remove or obscure this information from documents before sharing or publishing them. This helps protect against data breaches and ensures compliance with privacy regulations such as GDPR or HIPAA. The other options presented involve functionalities that are not central to Redact's purpose. For example, file conversion tools focus on changing file formats rather than handling sensitive information. Automated case reporting involves generating reports without specifically addressing data protection through redaction. Data analytics dashboards provide insights and visualizations based on data analysis but do not specifically deal with how documents are managed in terms of confidentiality.

5. What is a benefit of Relativity Flex Commit subscriptions versus a Pay-as-you-Go option?

   A. Flexibility in data management.

   B. Lock in unit rates for data to get the most certainty of unit prices.

   C. Access to priority customer support.

   D. Greater integration capabilities.

Locking in unit rates for data under a Flex Commit subscription provides a significant advantage in budgeting and forecasting costs. By securing these rates, organizations can operate with greater certainty regarding the expense associated with their data usage. This is particularly beneficial in scenarios where data demands fluctuate, allowing users to predict costs more accurately over the subscription period without the uncertainty of potential price increases associated with a Pay-as-you-Go model.   Unlike the Pay-as-you-Go option, where pricing can vary based on usage and market rates, a Flex Commit subscription provides a stable foundation for financial planning. This helps organizations manage their budgets effectively and avoid unexpected spikes in costs, facilitating better resource allocation and decision-making in the long term.

6. What capability does the Import/Export feature provide?

   A. Sharing data with external systems

   B. Transferring files from one workspace to another

   C. Integrating user feedback

   D. Syncing documents in real time

The Import/Export feature is designed to facilitate the sharing of data with external systems. This capability allows users to transfer data produced in Relativity to other platforms or import data from external sources into Relativity for analysis or further processing. This process is essential for organizations that need to collaborate with outside systems, share findings, or integrate data from varied sources into their workflows. The ability to effectively share data enhances collaboration and ensures continuity in operations where multiple platforms may be utilized. It also underscores the importance of data interchange in e-discovery and legal workflows where different tools might be in play, allowing for seamless integration and comprehensive analysis.

7. What items are considered when calculating RelativityOne billable GB data size?

A. Text-only documents, images, and videos

B. Native files, text-only documents, and images

C. Only native files and text documents

D. Compressed files and archives

When calculating the billable GB data size in RelativityOne, the focus is on the types of file formats that contribute to data storage and processing within the platform. Native files, text-only documents, and images are all considered in this calculation because they directly affect the storage requirements and processing capabilities of the system. Native files are the original formats of files such as Word documents, spreadsheets, and other common file types. Text-only documents are files that contain only text, typically stripped of any formatting that may increase their size. Images, which can include various formats like JPEGs or PNGs, also take up considered space. These file types are essential in e-discovery and legal contexts as they usually contain relevant information that needs to be analyzed and processed. Other options such as only including native files and text documents, or excluding certain file types like images or compressed archives, do not accurately reflect the comprehensive approach RelativityOne uses when determining billable data size. Compressed files and archives, for example, may not contribute fully to the billable GB because these formats can be reduced in size and may not hold all the data in an accessible manner for the Relativity platform. Thus, option B aligns with the inclusive methodology that RelativityOne applies to establish

8. Which legal standards does Relativity comply with for data privacy?

A. ISO and NIST

B. GDPR and HIPAA

C. CCPA and COPPA

D. FERPA and PCI DSS

The correct answer highlights Relativity's commitment to compliance with key legal standards concerning data privacy, specifically GDPR (General Data Protection Regulation) and HIPAA (Health Insurance Portability and Accountability Act). GDPR is a comprehensive regulation in EU law that focuses on data protection and privacy for individuals within the European Union and the European Economic Area. It is crucial for organizations managing personal data to adhere to these regulations to protect individual privacy rights. HIPAA, on the other hand, establishes protocols for safeguarding sensitive patient health information in the United States. Compliance with HIPAA ensures that healthcare-related data is handled with the utmost confidentiality and security, which is crucial in legal and medical contexts. Both regulations underscore the importance of rigorous data handling practices and transparency, making them essential benchmarks for organizations, including Relativity, which operates in environments where sensitive data is processed. By aligning with these standards, Relativity demonstrates its commitment to protecting user data while ensuring it meets the stringent legal obligations that govern data privacy and security in sectors such as healthcare and personal privacy.

9. What data security compliance standard does RelativityOne currently carry in the US?

A. ISO 27001

B. GDPR Compliance

C. PCI DSS

D. SOC-2 Type II

RelativityOne carries the SOC-2 Type II compliance standard in the US, which is a critical aspect of data security and privacy that focuses on the service organization's system and the suitability of the design and operating effectiveness of its controls. SOC-2 is particularly relevant for cloud service providers and aligns with the concepts of security, availability, processing integrity, confidentiality, and privacy. Achieving SOC-2 Type II means that RelativityOne has undergone a thorough audit over a specified period to demonstrate that it not only has the necessary policies and procedures in place, but that it consistently applies these controls to ensure data security and operational effectiveness. This compliance is vital for customers who require assurance that their data is being handled securely and in accordance with industry best practices, especially in environments that manage sensitive and confidential information. It shows a commitment to maintaining rigorous security standards, which can enhance trust and confidence among clients using the RelativityOne platform.

10. What advantage does prioritized review provide to customers facing extensive document reviews?

A. It eliminates the need for document review entirely

B. Allows for quicker access to all documents

C. Bypasses review of large amounts of data

D. Ensures every document is examined thoroughly

Prioritized review is particularly beneficial for customers who face the challenge of sifting through extensive document reviews by allowing them to focus on the most critical documents first, rather than having to review all data in its entirety upfront. This approach not only streamlines the process but also facilitates quicker progress on important documents that require immediate attention.   By employing prioritized review, the review team can allocate resources more effectively, ensuring that significant documents are identified and analyzed sooner. As a result, while not every single document may receive the same level of scrutiny immediately, the priority is on those that are most relevant to the matter at hand, leading to more efficient case management and potentially faster resolution times.   This is particularly advantageous in situations where deadlines are tight or when key documents must be illuminated for strategy development or decision-making, rather than requiring exhaustive examination of irrelevant or lower priority materials at the outset.