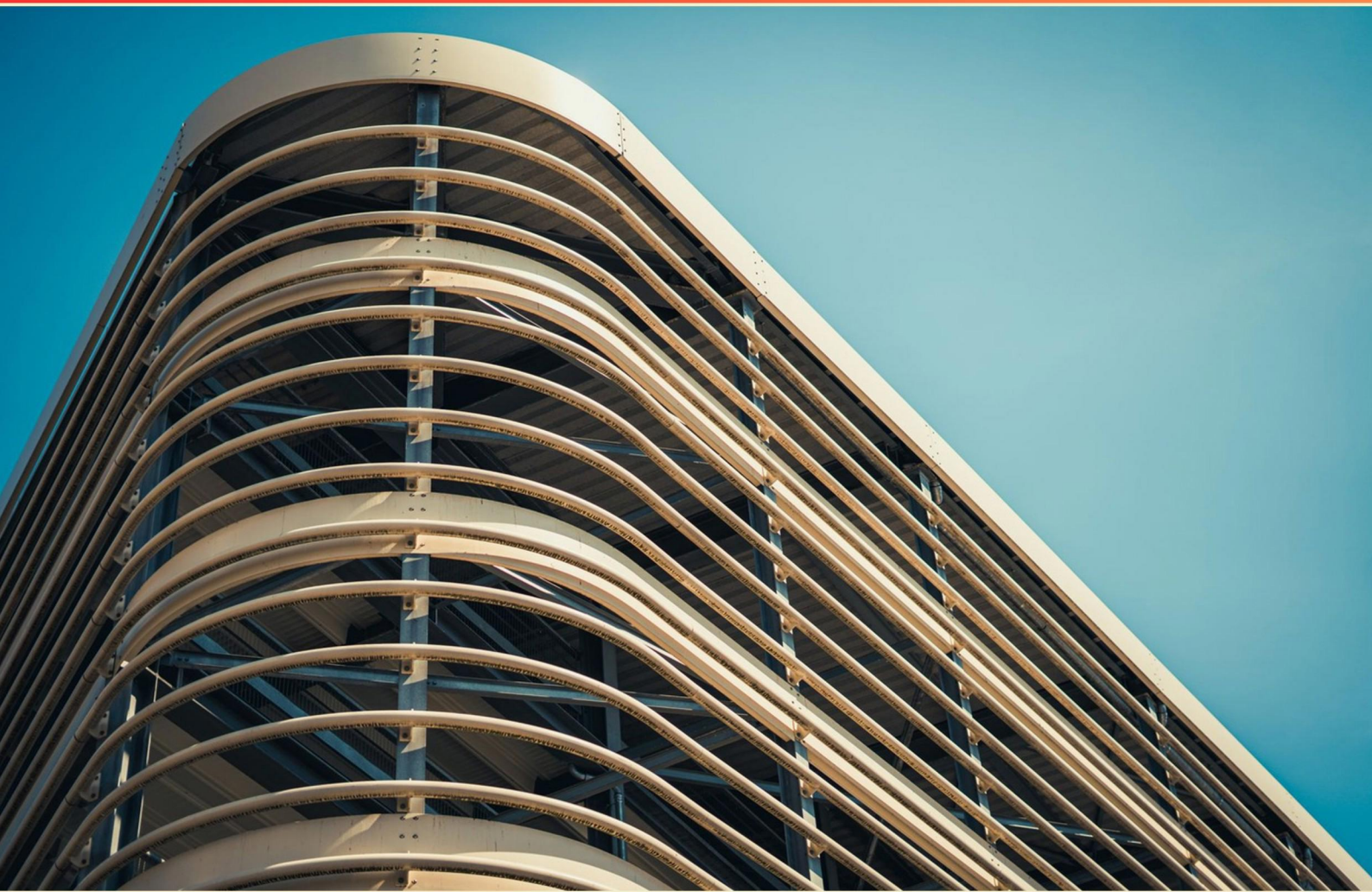


RELATIVITYONE CERTIFIED PROFESSIONAL PRACTICE EXAM (SAMPLE) STUDY GUIDE



SAMPLE STUDY GUIDE WITH LIMITED QUESTIONS

**VISIT US ONLINE FOR
THE FULL VERSION STUDY GUIDE**

<https://relativityonecertifiedprofessional.examzify.com>



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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. Who can see the updates released via the in-app What's New feature in RelativityOne?**
 - A. All logged in users
 - B. Any user with the appropriate permissions
 - C. Only client domain admins
 - D. Only system admins
- 2. Where do you download the installer for the Staging Explorer?**
 - A. Staging Explorer tab
 - B. Workspace details tab
 - C. Relativity Desktop Client (RDC)
 - D. Remote Desktop application
- 3. What is the process of "Data Collection" in the e-discovery lifecycle?**
 - A. Identifying metadata only
 - B. Gathering relevant data from various sources for review and analysis
 - C. Exclusively collecting emails
 - D. Sorting data into folders
- 4. What is "Defensibility" in the context of using RelativityOne?**
 - A. The capability to defend data against unauthorized access.
 - B. The ability to prove that data handling and review processes were appropriate and compliant.
 - C. The ability to classify data in multiple ways.
 - D. The significance of stakeholder communication in projects.
- 5. For how long does the login map show user geographical locations?**
 - A. Last 24 hours
 - B. Last 7 days
 - C. Last 30 days
 - D. Last 6 months

- 6. What actions can a client domain admin perform?**
- A. Create workspace.
 - B. Add a user.
 - C. Modify the priority of a processing set.
 - D. Add a Relativity script.
- 7. What is RelativityOne primarily designed for?**
- A. A cloud-based e-discovery platform for legal professionals
 - B. A data storage solution for all industries
 - C. A project management tool for legal teams
 - D. A customer relationship management system
- 8. After entering email notification recipients for the Staging Explorer, what activity generates an email notification for the transfer?**
- A. Start
 - B. Completion
 - C. Failure
 - D. Cancellation
- 9. From which index can you search extracted text in RelativityOne workspaces?**
- A. Keyword
 - B. dtSearch
 - C. Google
 - D. Analytics
- 10. How can users effectively document their workflows in RelativityOne?**
- A. By taking screenshots of the interface
 - B. Through saved search queries and custom reports
 - C. By asking for comments from other users
 - D. By writing in a notebook

Answers

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

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Explanations

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1. Who can see the updates released via the in-app What's New feature in RelativityOne?

- A. All logged in users
- B. Any user with the appropriate permissions
- C. Only client domain admins
- D. Only system admins**

The correct answer relates to the visibility of updates in the in-app What's New feature, which is designed to keep users informed about the latest enhancements and changes within RelativityOne. Only system administrators have access to this feature and can view the updates because they are responsible for overseeing system management and ensuring that all users are utilizing the platform efficiently. This exclusive access allows system admins to stay current with changes and communicate important updates to other users as needed. In contrast, while it's important for all users to be aware of updates, only the system administrators have the direct role and need to access this feature. Other users, regardless of their roles or permissions, do not have visibility into the What's New feature, meaning that they will not be directly informed about updates through that specific channel. Thus, the correct understanding of the audience for the What's New feature in RelativityOne aligns with the responsibilities assigned to system administrators.

2. Where do you download the installer for the Staging Explorer?

- A. Staging Explorer tab**
- B. Workspace details tab
- C. Relativity Desktop Client (RDC)
- D. Remote Desktop application

The Staging Explorer installer can be downloaded directly from the Staging Explorer tab. This option is designed to provide a straightforward access point for users to obtain the necessary tools related to Staging Explorer functionalities. This dedicated tab typically includes resources specifically associated with staging and data management, making it the most logical choice for users seeking the installer. While other options may contain relevant tools or applications, they do not specifically cater to the Staging Explorer functionality. The Workspace details tab is more focused on providing insights into the individual workspaces without directly addressing the need for installing related tools. The Relativity Desktop Client (RDC) plays a broader role in the Relativity environment, mainly centered on file management and document review, and is not explicitly where Staging Explorer tools are found. Similarly, the Remote Desktop application serves a different purpose, mainly for accessing remote systems, and does not pertain to the installation of Staging Explorer. Therefore, the Staging Explorer tab is the correct and most efficient location for downloading the installer.

3. What is the process of "Data Collection" in the e-discovery lifecycle?

- A. Identifying metadata only
- B. Gathering relevant data from various sources for review and analysis**
- C. Exclusively collecting emails
- D. Sorting data into folders

The process of "Data Collection" in the e-discovery lifecycle involves gathering relevant data from various sources for review and analysis. This stage is critical because it ensures that all pertinent information, including documents, emails, and other electronic records, is captured in a manner that preserves its integrity for legal proceedings. Collecting data from multiple sources—such as databases, file shares, and email systems—helps to create a comprehensive view of the information that might be relevant to a particular case or investigation. This approach not only enhances the likelihood of uncovering important evidence but also supports compliance with legal obligations related to discovery. Data collection should be conducted with careful attention to maintain the chain of custody, ensuring that the evidence remains admissible in court. By focusing on the collection of a broad spectrum of data rather than a narrow subset, legal teams can paint a clearer picture of the situation at hand, which is essential for effective case strategy and analysis.

4. What is "Defensibility" in the context of using RelativityOne?

- A. The capability to defend data against unauthorized access.
- B. The ability to prove that data handling and review processes were appropriate and compliant.**
- C. The ability to classify data in multiple ways.
- D. The significance of stakeholder communication in projects.

Defensibility in the context of using RelativityOne refers to the ability to provide evidence that data handling and review processes were conducted in a proper and compliant manner. This concept is crucial in legal and regulatory environments where organizations must demonstrate that they have followed established procedures for data management, including collection, processing, and review. This assurance helps protect organizations from potential legal repercussions and compliance issues, ensuring that they can substantiate their actions and decisions related to data. While the other options touch on relevant aspects of data management—such as security, data classification, and communication with stakeholders—they do not directly address the core principle of defensibility. Defensibility specifically emphasizes the processes and documentation that validate the integrity and appropriateness of how data was handled, which is essential during audits and legal challenges.

5. For how long does the login map show user geographical locations?

- A. Last 24 hours
- B. Last 7 days**
- C. Last 30 days
- D. Last 6 months

The login map in RelativityOne provides a visual representation of user geographical locations for a total of the last 7 days. This timeframe allows administrators and users to monitor recent access and identify any unusual logins or patterns in user behavior. Tracking user logins over a week can help maintain security and enable prompt responses to any suspicious activities. The options pertaining to shorter or longer durations do not align with the established functionality of the login map. For example, a 24-hour timeframe would not provide sufficient data for monitoring trends effectively, while a longer duration like 30 days or 6 months would extend beyond the practical limits of immediate security oversight, making it harder to detect and act on recent access events. Therefore, the selection of a 7-day period as the correct answer balances the need for timely information and the ability to track user activity effectively.

6. What actions can a client domain admin perform?

- A. Create workspace.
- B. Add a user.
- C. Modify the priority of a processing set.
- D. Add a Relativity script.

A client domain administrator has a range of responsibilities and permissions that are crucial for managing a client domain within Relativity. One of the primary actions they can perform is creating a workspace. A workspace is a fundamental component in Relativity, used to organize and manage documents for a specific project or case. By creating a workspace, the domain admin can set up a dedicated area for managing data, creating workflows, and collaborating with team members. This role typically involves establishing the initial frameworks within which projects will operate, including not just workspace creation but also establishing roles and permissions for users within that workspace. Thus, the ability to create a workspace signifies an important administrative duty that enables the functioning of further processes and collaborations within the environment. While the other actions listed, such as adding a user, modifying the priority of a processing set, and adding a Relativity script, may also be relevant in specific contexts or could be tasks completed by super admins or users with elevated permissions, creating a workspace is one core action that distinctly aligns with the responsibilities of a client domain administrator.

7. What is RelativityOne primarily designed for?

- A. A cloud-based e-discovery platform for legal professionals
- B. A data storage solution for all industries
- C. A project management tool for legal teams
- D. A customer relationship management system

RelativityOne is primarily designed as a cloud-based e-discovery platform tailored to meet the needs of legal professionals. Its focus is on the management of large volumes of data during the legal discovery process, which includes the collection, processing, review, and production of electronic information in response to legal requests and investigations. The platform's features are specifically developed to enhance workflow efficiency, improve collaboration, and ensure compliance in legal environments, making it an essential tool for litigation and regulatory matters. Other options, while they may represent tools used in various business contexts, do not capture the specific focus of RelativityOne. For instance, a general data storage solution might serve any industry but lacks the specialized functionalities required for legal e-discovery. Similarly, project management tools or customer relationship management systems cater to different aspects of business operations and are not tailored towards the unique challenges associated with legal data management and electronic discovery.

8. After entering email notification recipients for the Staging Explorer, what activity generates an email notification for the transfer?

- A. Start
- B. Completion**
- C. Failure
- D. Cancellation

The process of entering email notification recipients for the Staging Explorer is designed to keep relevant stakeholders informed about the status of data transfers. Specifically, email notifications are triggered upon the completion of a transfer. This ensures that once the transfer process has successfully finished, both the initiator and the recipients are promptly advised, allowing them to take any necessary follow-up actions. The rationale behind sending notifications upon completion rather than at the start, failure, or cancellation is rooted in the objective of informing users when the task they need to monitor has reached its conclusion. Notification upon completion confirms that the action has been executed as intended, providing reassurance and enabling the next steps in handling the transferred data. Thus, this timing aligns with best practices in data management and communication protocols.

9. From which index can you search extracted text in RelativityOne workspaces?

- A. Keyword
- B. dtSearch**
- C. Google
- D. Analytics

The correct choice is the dtSearch index for searching extracted text in RelativityOne workspaces. dtSearch is a powerful search engine integrated into Relativity that allows users to perform rapid and sophisticated searches across large datasets. It is particularly effective for searching text that has been extracted from documents, enabling users to find relevant information efficiently. This index supports various search functionalities, including proximity searches, Boolean queries, and fuzzy searches, allowing for a tailored search experience based on the specific needs of the user. While other indexing options exist within RelativityOne, they serve different purposes. For instance, the keyword index is generally used for specific keyword searches, the Google index pertains to external Google searches rather than internal workspace data, and analytics focuses on data patterns and insights rather than direct text retrieval. Hence, dtSearch is the appropriate choice for searching through extracted text in the context provided.

10. How can users effectively document their workflows in RelativityOne?

- A. By taking screenshots of the interface
- B. Through saved search queries and custom reports**
- C. By asking for comments from other users
- D. By writing in a notebook

Using saved search queries and custom reports is the most effective way for users to document their workflows in RelativityOne. This approach allows for a structured and organized method of capturing the specific criteria, fields, and data being utilized within the workflows. Saved searches can help users filter and retrieve relevant information that reflects how they are navigating and managing data in the platform. Custom reports can provide insights and overviews of various aspects of the data and current processes, allowing users to capture the details of workflows that can be easily shared with others. In contrast, taking screenshots of the interface can offer a visual representation but lacks the depth and specificity that saved searches and reports can provide. Asking for comments from other users might not lead to comprehensive documentation and could yield subjective feedback rather than a clear statement of workflow processes. Writing in a notebook may help with personal note-taking but does not benefit from the integrated features of RelativityOne that facilitate more effective documentation of complex workflows.

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://relativityonecertifiedprofessional.examzify.com>

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

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