Free Questions for AD0-E903

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Question 1

Question Type: MultipleChoice

An executive wants to see the actual cost of projects within a selected portfolio, allowing for multiple reports with the option to select a specific portfolio, sorted in a descending order, so the most expensive projects appear on top. Which steps should be taken to create this report?

Options:

A- Visit the Reports area and create a new Project report. Add a column for Actual Cost and sort the column in descending order. From the Reporting Settings dropdown, add a prompt for Portfolio Name.

B- Visit the Reports area and create a new Project report. Group the results by Portfolio Name. Add a column for Actual Cost and summarize this column by SUM.

C- Visit the Reports area and create a new Project report. Add a column for Actual Cost and sort the column in descending order. Group the results by Portfolio Name.

Answer:

A

Explanation:

To meet the executive's request, the best approach is to create a Project Report in the Reports area. Adding a column for Actual Cost and sorting it in descending order ensures that the most expensive projects appear at the top. Additionally, by adding a prompt for Portfolio Name, the report can be filtered by the specific portfolio, allowing for tailored views across different portfolios.

Question 2

Question Type: **MultipleChoice**

Due to a time sensitive shift in priorities, the timeline of a project needs to be adjusted. What step should the Project Owner take before adjusting the task timeline to avoid sending notifications to the project team?

Options:

A- Update the project status.

B- Recalculate the project timeline.

C- Update the project baseline.

Answer:

B

Explanation:

In Adobe Workfront, to avoid sending unnecessary notifications when adjusting timelines, the Recalculate the project timeline option is used. This ensures that the timeline is updated appropriately based on the changes, but it prevents the system from sending notification alerts to the project team. Recalculation helps align task dependencies and timeline adjustments, preventing confusion among team members.

Question 3

Question Type: MultipleChoice

A portfolio owner has asked to see milestone statuses for all projects in their portfolio. The report must filter out any complete projects. What steps should the project manager take to create this view?

Options:

A- Visit the Dashboards page and create a Milestone Path report. In the filter, update the Portfolio Owner ID to the Portfolio Owner's name and update the Project Status to exclude complete projects.

B- Visit the Projects page and create a Milestone Path report. In the filter, update the Portfolio Owner ID to the Portfolio Owner's name and update the Project Status to exclude complete projects. In Report Options, select 'Show the Milestone view on the Details tab.'

C- Visit the Reports page and create a Project report. In the filter, update the Portfolio Owner ID to the Portfolio Owner's name and update the Project Status to exclude complete projects. In Report Options, select 'Show the Milestone view on the Details tab.'

Answer:

C

Explanation:

The best way to display milestone statuses for projects in a portfolio, while excluding completed projects, is to create a Project Report. By setting filters to exclude completed projects and selecting the appropriate Portfolio Owner ID, the report will display the relevant data. Additionally, enabling the Milestone view in the report ensures that the portfolio owner can easily track project progress and statuses.

Question 4

Question Type: **MultipleChoice**

A creative team accesses their assigned work in a My Tasks list report. The team would like to easily see any New tasks highlighted for visibility. How can the project manager accommodate the team's request?

Options:

A- Schedule a daily automatic report delivery of the New tasks in the report to the team.

B- Create a grouping for task Progress Status and use a custom color pie chart for visibility.

C- Create a Filter that uses conditional formatting to display New tasks only.

D- Create a View that uses Column Rules to format the New tasks for visibility.

Answer:

D

Explanation:

To meet the team's request for highlighting new tasks, the most effective solution is to create a View that uses Column Rules. These rules allow for conditional formatting based on task criteria, such as highlighting new tasks in a specific color for easy identification. This approach enhances visibility without requiring the creation of filters or new reports, and it makes it easier for users to see relevant tasks within their existing task lists.

Question 5

Question Type: **MultipleChoice**

Which project elements can be used to measure a project's adherence to its original schedule?

Options:

A- Number of tasks, actual completion dates, and project status

B- Project baselines, planned completion dates, and actual completion dates

C- Workload balancer data, planned completion dates, and expenses

Answer:

B

Explanation:

To measure a project's adherence to its original schedule, the most critical elements are Project Baselines, Planned Completion Dates, and Actual Completion Dates. The baseline captures the original planned schedule, while the planned and actual completion dates provide the data to compare the project's progress against the initial schedule. This comparison helps project managers identify any deviations from the original plan and assess the project's performance.

Question 6

Question Type: MultipleChoice

A project sponsor has asked to see a summary of all projects that they are the sponsor of which were completed in the past year. The project sponsor wants to see the information grouped by the month the project was completed. What steps should the project manager take to create this view?

Options:

A- Visit the Reports page and create a Project report. In the filter, update the actual completion date value to 'past year' and update the Project Sponsor ID field to the project sponsor's name. In the grouping tab, add a grouping for the actual completion date. In the Group Dates by field, select 'month.'

B- Visit the Reports page and create a Project Sponsor report. In the filter, update the actual completion date value with custom dates for the past year and update the Project Sponsor ID field to the project sponsor's name. In the grouping tab, add a grouping for the planned completion date. In the Group Dates by field, select 'month of year.'

C- Visit the Dashboards page and create a Project report. In the filter, update the actual completion date value to 'past year' and update the Project Sponsor ID field to the project sponsor's name. In the grouping tab, add a grouping for the actual completion date. In the Group Dates by field, select 'month of year.'

Answer:

A

Explanation:

The best approach is to generate a Project Report in Workfront, where the report filters the Actual Completion Date for the past year and groups projects by the Sponsor and the month of completion. This allows the sponsor to see exactly which projects they sponsored and when they were completed within the selected timeframe. Grouping by month provides a clear visual of the completion timeline.

Question 7

Question Type: MultipleChoice

A project manager checks an Incomplete Tasks report and notices that several tasks are listed even though the items are marked as 100% complete. What column can the project manager add to the view to understand why those tasks are included in the report?

Options:

A- Actual Completion Date

B- Progress Status

C- Status

Answer:

C

Explanation:

Even though tasks may be marked as 100% complete, their Status may still be listed as incomplete in reports if the task's status has not been updated to 'Completed.' The Status column provides insight into the current state of the task, which helps identify if the task is still listed as 'In Progress' or another incomplete status despite being marked as fully complete. Adding this column clarifies why the task appears in the Incomplete Tasks Report.

Question 8

Question Type: MultipleChoice

Which field is used to create a milestone step on a milestone path in the Setup area?

Options:

A- Status

B- Description

C- Key

Answer:

C

Explanation:

In Adobe Workfront, when creating a Milestone Step within the Setup area, the Key field is essential as it serves as a unique identifier for each milestone step. It is used to define the specific step within a milestone path that can be associated with tasks in a project. The Status and Description fields are not used for creating the milestone step itself but are more relevant for defining attributes or metadata.