

CSA<sup>Q&As</sup>

# Certified System Administrator

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#### **QUESTION 1**

Many actions are included with flow designer, what are some frequently used core actions? Choose 4 answers.

- A. Wait for Condition
- B. Ask for Approval
- C. Create Record
- D. Wait for Match
- E. Look for Update
- F. Look Up Record

Correct Answer: BCDF

# **QUESTION 2**

Which of the following allows a user to edit field values in a list without opening the form?

- A. Data Editor
- B. Edit Menu
- C. List Editor
- D. Form Designer
- Correct Answer: C

#### **QUESTION 3**

What are the steps for applying an update set to an instance?

- A. Retrieve, Preview, Commit
- B. Specify, Transform, Apply
- C. Retrieve, Assess, Apply
- D. Get, Test, Push
- E. Pull, Review, Push
- Correct Answer: A

Reference: https://docs.servicenow.com/bundle/rome-application-development/page/build/system-update-sets/hier-update-sets/concept/us-hier-overview.html#us-hier-overview



#### **QUESTION 4**

What would NOT appear in the Application Navigator if "service" is typed into the filter field?

- A. Configuration > Business Services
- B. Self-Service > Knowledge
- C. Service Portal > Widgets
- D. Incident > Assigned to me

Correct Answer: D

# **QUESTION 5**

Which of the following can be customized through the Basic Configuration UI 16 module? (Choose three.)

- A. Banner Image
- B. Record Number Format
- C. Browser Tab Title
- D. System Date Format
- E. Form Header Size
- Correct Answer: ACD

# **QUESTION 6**

database live at the Data Center.

- A. True
- B. False

Correct Answer: A

# **QUESTION 7**

What does Natural Language Query allow you to do on a list?

- A. Automatically select a filter, based on keywords
- B. Filter list by typing in a phrase
- C. Predict the filter desired by the user



- D. Speak to the condition builder
- E. Set list filter, using audible commands

Correct Answer: A

#### **QUESTION 8**

A department manager asks an analyst to build some reports. Where do you recommend the analyst start?

- A. Report Dashboard > Create New
- B. Reports > Getting Started
- C. Performance Analytics > Reports
- D. Self-Service > Reports
- E. Reports > Create New
- Correct Answer: E

Reference: https://kstate.service-now.com/kb\_view.do?sysparm\_article=KB12492

#### **QUESTION 9**

Which application is used to change the number format per table?

- A. Number Maintenance
- B. System Maintenance
- C. Table Maintenance
- D. Record Maintenance

Correct Answer: A

#### **QUESTION 10**

What is the language used for scriptingin ServiceNow?

- A. JavaScript
- B. C++
- C. PHP
- D. Python

Correct Answer: A



#### **QUESTION 11**

What Service Catalog feature do you use to organize items into logical groups?

- A. Variable sets
- B. Catalog items
- C. Sections
- D. Categories
- Correct Answer: A

#### **QUESTION 12**

How is a group defined in ServiceNow?

- A. A group is one record stored in the Group Type [sys\_user\_group\_type] table
- B. A group is one record stored in the Group [sys\_user\_group] table
- C. A group defines a set of users that share the same location
- D. A group defines a set of users that share the same job title

Correct Answer: B

#### **QUESTION 13**

What section on a task record is used to see the most recent updates made to a record?

- A. Related List
- B. Activity Stream
- C. Audit Log
- D. Timeline
- Correct Answer: B

# **QUESTION 14**

What is a quick way to create a report from a list view?

- A. Click on filter breadcrumb, drag and drop on the Report > Create New module
- B. Click Funnel, define filter conditions, click Create Report



- C. Click Context Menu, select Create Report
- D. Apply filter, right click on column header, select Bar Chart
- E. Apply filter, right click on column header, select Create Report
- Correct Answer: B

Reference: https://ut.service-now.com/sp?id=kb\_articleandnumber=KB0014148

# **QUESTION 15**

- A Service Catalog may include which of the following components?
- A. Order Guides, Exchange Rates, Calendars
- B. Order Guides, Catalog Items, and Interceptors
- C. Catalog Items, Asset Contracts, Task Surveys
- D. Record Producers, Order Guides, and Catalog Items

Correct Answer: D

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