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MB3-207

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Question: 1

Which of the following statements best describe the information used to create a Position Rate Table?

- A - Each position can only be assigned to one profit type.
- B - Each position can be used with multiple profit types.
- C - Each position must be assigned to an employee and a profit type.
- D - Each position may only be assigned to one employee and profit type.

Answer: B

Question: 2

How could you configure PA Purchasing Invoice setup to prevent the receiving of Purchase Orders at a cost other than what was listed on the original purchase order?

- A - 0% Variance from PO Unit Cost and unmark the option to Allow receiving of unprinted PO.
- B - 0% Variance from PO Unit Cost and unmark the option to Exceed Total Budget Cost.
- C - 0% Variance from PO Unit Cost and unmark the option to Exceed PO Unit Cost.
- D - There is no option available to prevent receipt of items at a cost other than the purchase cost.

Answer: C

Question: 3

When a new employee is added to the system, which type of information is automatically updated for any established Employee Rate Table?

- A - No data is updated
- B - Profit type
- C - Profit percentage
- D - Hourly rate and overhead

Answer: A

Question: 4

User setup options in Project Accounting may be used to restrict changes to the following information during cost or billing transaction entry?

- A - Billing rate
- B - Billing Type
- C - Project Type
- D - Billing Cycle ID

Answer: A, B

Question: 5

Labels for User Defined fields in the Project Setup - Label Options window are displayed in which of the following windows?

- A - Inquiry windows
- B - Master record windows
- C - Transaction entry windows
- D - They are not displayed unless added with Modifier.

Answer: B

Question: 6

Which of the following statements is true regarding the Billing Format Setup window?

- A - It's an easy way to format your invoices instead of using Report Writer.
- B - I can group multiple billing invoice reports to be printed together.
- C - I can specify which notes I want to print on an invoice.
- D - It's not used for Project Accounting.

Answer: B

Question: 7

Which of the following types of information may be copied from a project template?

- A - Access List
- B - Billing Cycle ID
- C - Budgets
- D - Unposted transactions

Answer: A, B, C

Question: 8

Which of the following must be set up before Miscellaneous and Equipment transactions can be entered in Project Accounting?

- A - General Ledger accounts
- B - Miscellaneous IDs and Equipment IDs
- C - Rate Table
- D - Overhead accounts

Answer: B

Question: 9

Change Order tracking must be activated per_?

- A - Project
- B - Customer
- C - Cost Category
- D - Employee

Answer: A

Question: 10

Which of the following best describes how the account sources under Setup - Project - Project are used?

- A - They are not used.
- B - To keep track of the accounts.
- C - They are the General Ledger account sources for any project transactions.
- D - They are default General Ledger account sources for new projects.

Answer: D

Question: 11

Which setup option may NOT be changed after transactions have been either saved in a batch or posted?

- A - Reporting period
- B - Next document number
- C - Default Profit Types from
- D - Default Billing Note from

Answer: A

Question: 12

In the Miscellaneous Log Setup window, the default profit type may come from which of the following options?

- A - Budget
- B - Contract
- C - Cost Category
- D - Miscellaneous

Answer: A, C, D

Question: 13

How many billing cycles may be assigned to a project?

- A - 1
- B - 2
- C - 5
- D - Unlimited

Answer: D

Question: 14

In the PA Employee Options window when Files Employee Expense is marked and Allow Vendor for Purchase Order is unmarked which of the following is most true?

- A - Employee Expense transactions can be entered for the employee but, they will not post to Payables Management module.
- B - These boxes have no bearing on either transaction type.
- C - Employee Expense transactions can be entered for the employee, but Purchase Orders cannot be entered for the corresponding vendor.
- D - The employee will not have a vendor record established in Payables Management but, they can still enter employee expenses.

Answer: C

Question: 15

Billing cycles may be assigned at which of the following Project Accounting hierarchical levels?

- A - Contract and project
- B - Customer and project
- C - Customer and contract
- D - Customer, project and contract

Answer: D

Question: 16

A separate revenue recognition transaction process is used to calculate earned revenue for which of the following project scenarios?

- A - Cost Plus, Fixed Price and Time & Materials service fees
- B - Cost Plus and Time & Materials
- C - Fixed Price and Time & Materials
- D - Only Time & Materials service fees

Answer: A

Question: 17

Which of the following types of information can NOT be changed by using a change order?

- A - Forecast Total Cost
- B - Baseline Total Cost
- C - Fee Amount
- D - Committed Cost

Answer: D

Question: 18

Time and Materials projects can use which of the following profit types?

- A - Billing Rate, Markup Percent or None
- B - Total Profit, Billing Rate or Markup Percent
- C - Percent of Baseline, Percent of Actual or None
- D - Markup Percent, Profit per Unit Fixed, or Total Profit

Answer: A

Question: 19

Which of the following statements is true concerning the number of decimal places used when a cost category utilizes a unit of measure schedule?

- A - The decimal places must be zero.
- B - The decimal places must be four.
- C - The decimal places must be the same.
- D - The decimal places do not have to be the same.

Answer: C

Question: 20

The following types of inventory items may be used in Project Accounting?

- A - Serialized
- B - Sequenced
- C - Segmented
- D - Lot numbered

Answer: A, D

Question: 21

Time and Materials projects can NOT use which of the following posting distribution types?

- A - Overhead
- B - Project Loss
- C - Work in Progress
- D - Earnings in Excess of Billings

Answer: B, D

Question: 22

When a Customer ID is added to the Third Party Customer List for a Project which of the following is true?

- A - The newly added customer may be billed for the project.
- B - Drop-ship purchase orders for the project may only use the Third Party customer and the original customer.
- C - The original customer associated with the project can no longer be billed.
- D - The customer may see the other customer projects. The customer may see the other customer projects.

Answer: A

Question: 23

Segment overrides may NOT be performed on which of the following segments?

- A - First
- B - Last
- C - Main
- D - All segments may be overridden.

Answer: C

Question: 24

What are the Accounting Methods available for Time and Material Projects?

- A - Completed and When Billed
- B - Cost-to-Cost and Completed
- C - Cost-to-Cost and When Performed
- D - When Performed and When Billed

Answer: D

Question: 25

Which statement best describes how the Accept Replacements option for rate tables in the Project Billings Settings and the Budget Rates windows function?

- A - It allows/disallows line item changes to be reflected on this project.
- B - It works in conjunction with the "Replace Rate Table on projects with this one" option in the rate table wizard.
- C - It allows/disallows users to change from an employee to position rate table on the project.
- D - It allows/disallows users to make changes to the rate when entering transactions.

Answer: B

Question: 26

Revenue is recognized on percentage of completion for which of the following accounting methods?

- A - When Billed and Completed
- B - When Performed and When Billed
- C - Effort-Expended and Cost-to-Cost
- D - Cost-to-Cost, Effort-Expended, and Completed

Answer: C

Question: 27

Which of the following is NOT an available default source of posting accounts for a project budget?

- A - Budget
- B - Contract
- C - Customer
- D - Cost Category

Answer: A

Question: 28

What Fee is exclusively for Time and Material Projects?

- A - Project Fee
- B - Special Fee
- C - Service Fee
- D - Retention Fee

Answer: C

Question: 29

What kind of revenue recognition is calculated individually on each cost category used in a project?

- A - Divisional
- B - Combined
- C - Augmented
- D - Segmented

Answer: D

Question: 30

The Cost tax schedule can be assigned to which of the following transaction types in the cost category maintenance window?

- A - Timesheet
- B - Miscellaneous
- C - Purchases/Material
- D - Employee Expense

Answer: C, D

Question: 31

What status must a Project have in order to change the 'Forecast' amounts or quantity of a budget?

- A - Open
- B - Closed
- C - Estimate
- D - Completed

Answer: A

Question: 32

Which of the following posting distributions are NOT available for Fixed Price or Cost Plus projects?

- A - Overhead
- B - Unbilled Project Revenue
- C - Billings in Excess of Earnings
- D - Unbilled Accounts Receivable

Answer: B, D

Question: 33

The Effort-Expended accounting method determines percentage of completion based on what attribute?

- A - Budgeted cost amount
- B - Budgeted quantity
- C - Vendor
- D - Rate tables

Answer: B

Question: 34

Commission rate information can only be set up at what level of the Project Accounting hierarchy?

- A - Task
- B - Contract
- C - Project
- D - Cost Category

Answer: B

Question: 35

If an organization is continually adding new employees to work on projects and would like to have them setup with billing rates that correlate to their role in the company, what would be the optimal method for assigning billing rates for Time and Materials projects?

- A - Assign billing rates on each budget
- B - Use a Position Rate Table
- C - Use an Employee Rate table
- D - Use a template with billing rates on each budget

Answer: B

Question: 36

What Fee is exclusively for Cost Plus and Fixed Price Projects?

- A - Service Fee
- B - Special Fee
- C - Retainer Fee
- D - Retention Fee

Answer: D

Question: 37

Cost Plus or Fixed Price projects can use which of the following profit types?

- A - Billing Rate, Markup Percent or None
- B - Total Profit, Billing Rate or Markup Percent
- C - Percent of Baseline or Percent of Actual
- D - Markup Percent, Profit per Unit Fixed, or Total Profit

Answer: C

Question: 38

Standard positive quantity Inventory Transfer transactions do which of the following?

- A - May burden the associated project with costs.
- B - May create a billable item for Time & Material billings.
- C - Can be used with Miscellaneous IDs.
- D - Will deplete the on-hand quantity if used with an Inventoried item.

Answer: A, B, D

Question: 39

A sequence number must be used for a timesheet transaction under which of the following conditions?

- A - Transaction for that reporting period has already been posted.
- B - Transaction with the same project number and reporting period has been entered.
- C - Transaction with the same Employee ID, transaction type, and project number has been entered.
- D - Transaction with the same Employee ID, transaction type, and reporting period has been entered.

Answer: D

Question: 40

If a transaction line item does NOT create a Work in Progress general ledger distribution when costs were entered and a valid account source exists, the project selected must be configured to use which accounting method?

- A - When Billed
- B - Effort-Expended
- C - Cost-to-Cost
- D - When Performed

Answer: D

Question: 41

Which of the following best describes how fees may appear on a printed invoice?

- A - Fees cannot be billed on an invoice.
- B - Invoiced through Service Management module.
- C - Billed using Sales Order Processing.
- D - Fees are printed separately from cost transactions.

Answer: D

Question: 42

Which transaction types in Project Accounting allow recurring batches?

- A - All transactions types.
- B - Timesheet and Employee Expense only.
- C - Timesheet, Employee Expense and Equipment Log.
- D - There are no recurring batches in Project Accounting.

Answer: D

Question: 43

A transaction entered with a billing type of 'No Charge' will do which of the following?

- A - Be available for billing in the billing entry window.
- B - Decrease the accumulated actual cost of a project.
- C - Not be available for billing in the billing entry window.
- D - Will not be able to be reversed.

Answer: A

Question: 44

Purchase Orders in Project Accounting may be entered for which of the following types of inventory items?

- A - Kits
- B - Services
- C - Sales/Inventory
- D - Discontinued items

Answer: C

Question: 45

Which of the following options would allow you to bill a portion of a cost transaction in the Time and Materials Billing window?

- A - Split
- B - Divide
- C - Separate
- D - Appropriate

Answer: A

Question: 46

Which transaction types allow a user to enter Begin and End times?

- A - Timesheets and Inventory Transfers
- B - Timesheets and Miscellaneous Logs
- C - Timesheets and Equipment Logs
- D - Employee Expenses and Equipment Logs

Answer: C

Question: 47

When revenue is recognized based on the summation of values from multiple cost categories in a project, what are the earnings said to be?

- A - Complete
- B - Combined
- C - Augmented
- D - Segmented

Answer: B

Question: 48

Which of the following transaction types allow for Multicurrency transactions?

- A - Billing
- B - Inventory Transfer
- C - Employee Expenses
- D - Miscellaneous Logs

Answer: A, C, D

Question: 49

When is the Committed Cost amount updated for a project?

- A - Purchase order is saved.
- B - Purchase order is received.
- C - Purchase order is printed.
- D - Purchase order is completed.

Answer: C

Question: 50

What is the billing type for transactions entered without a project number?

- A - Billable
- B - Standard
- C - No Charge
- D - Non-billable

Answer: D

Question: 51

After billing a Retainer Fee, what other process must be done before the retainer can be applied to future billing invoices?

- A - Nothing
- B - Apply a payment to the retainer fee billing.
- C - Run Paid Transaction Removal.
- D - Assign another fee to the project.

Answer: B

Question: 52

Which of the following is used to determine the percentage of completion for revenue recognition?

- A - Accounting Method
- B - Baseline
- C - Forecast

D - Milestones

Answer: A, C

Question: 53

Which of the following is a valid reason the Total Accrued Revenue field at the bottom of the Timesheet entry window would be zero?

- A - All projects entered on the timesheet are either Cost Plus or Fixed Price.
- B - The Billing Rate field was not added to the Timesheet entry window.
- C - All timesheet line items are set to 'N/B'.
- D - All projects have rate tables assigned and the employee profit type has a billing rate of \$50 an hour.

Answer: A, C

Question: 54

Which of the following is the best explanation for why transactions entered for Cost Plus or Fixed Price projects can NOT be set to non-billable?

- A - All transactions entered for Cost Plus and Fixed Price projects are always calculated as part of the percentage of completion.
- B - Cost Plus and Fixed Price projects cannot use the Billing Rate profit type.
- C - Rate tables cannot be assigned to Cost Plus or Fixed Price projects.
- D - Time & Materials projects utilize percentage of completion to calculate earned revenues.

Answer: A

Question: 55

Which account is used to recognize revenue on the income statement for a Fixed Price or Cost Plus project?

- A - Project Billings
- B - Project Revenue
- C - Unbilled Revenue
- D - Sales

Answer: B

Question: 56

When a Standard Purchase Order is entered in Project Accounting the cost will update the Committed Cost field in the Project Maintenance window. Which of the options below describes when the committed cost for that Purchase Order would be relieved?

- A - During Invoicing of the Purchase Order.
- B - During Receiving of the Purchase Order.
- C - During customer Billing of the Purchase Order.
- D - Never gets relieved.

Answer: B

Question: 57

Which of the following User Settings would allow the user to enter only their own timesheet transactions?

- A - All
- B - None
- C - Class
- D - Self

Answer: D

Question: 58

Overhead may be calculated on which of the following transaction types?

- A - Timesheets
- B - Equipment Logs
- C - Receivings Invoices
- D - Miscellaneous Logs

Answer: A, B, D

Question: 59

When processing a billing cycle, you may print one invoice per_____

- A - Fee
- B - Project
- C - Contract
- D - Customer

Answer: B, C, D

Question: 60

Change Order numbering is tracked and controlled per_____

- A - Project
- B - Contract
- C - Company
- D - Install (global setting)

Answer: B

Question: 61

In order to transfer an inventory item to a project, which of the following statements must be true?

- A - The item must have quantities 'On-Hand'.
- B - An open purchase order must exist for this item.
- C - A backorder document exists for this item in Sales Order Processing.
- D - Item must be a serial or lot-numbered item.

Answer: A

Question: 62

The Project Closing Edit List report displays information regarding?

- A - General Ledger accounts that will be posted once the closing transaction is processed.
- B - More detail about why certain Project Closing Checklist items are unmarked.
- C - The profitability of the project.
- D - A summary of all transactions associated with the project.

Answer: B

Question: 63

Which of the following best describes the “On Account” amount for a project?

- A - Billed amount posted to the customer account.
- B - The remaining prepaid amount from the customer.
- C - Committed Costs from Purchase Orders.
- D - Amount remaining that the customer owes on a project.

Answer: B

Question: 64

Project Accounting can be used to perform which of the following activities in your business?

- A - Recognize revenue
- B - Enter point of sale transaction documents for customers.
- C - Track employee time and expenses incurred for a project.
- D - Compare and analyze baseline and forecasted values for a project.

Answer: A, C, D

Question: 65

Which of the following is NOT a level in the project hierarchy?

- A - Phase
- B - Contract
- C - Customer
- D - Cost Category

Answer: A

Question: 66

Which of the following best describes the relationship between the reporting periods for timesheets in Project Accounting and pay periods in Payroll?

- A - They do not have to be the same.
- B - They must be the same for all employees.
- C - They must be the same for hourly employees.
- D - They must be the same for salaried employees.

Answer: A

Question: 67

Any single Cost Category can be assigned to how many transaction usage types?

- A - One
- B - Two
- C - Three
- D - Four

Answer: A

Question: 68

Which of the following is NOT a valid fee type for Project Accounting?

- A - Project
- B - Add on
- C - Retainer
- D - Retention

Answer: B

Question: 69

Which of the following is NOT a type of transaction in Project Accounting?

- A - Timesheet
- B - Sales Invoice
- C - Inventory Transfer
- D - Employee Expense

Answer: B

Question: 70

Which types of projects can be tracked with Project Accounting?

- A - Cost Plus
- B - Fixed Price
- C - Time and Materials
- D - Open Ended

Answer: A, B, C

Question: 71

Which setup option may NOT be changed after transactions have been either saved in a batch or posted?

- A - Reporting period
- B - Next document number
- C - Default Profit Types from
- D - Default Billing Note from

Answer: A

Question: 72

Which of the following statements is true regarding Project Accounting timesheets?

- A - To use Project Accounting you must process your Payroll through Great Plains.
- B - Project Accounting gives you the option of whether your timesheet entries will post to Payroll or not.
- C - If you are using Project and Payroll, all employees must use a pay code of hourly.
- D - When entering timesheet transaction in Project Accounting, all time must be related to a project.

Answer: B

Question: 73

Which utility would you use to purge completed contracts from the system?

- A - PA Contract Delete
- B - PA Contract Removal

- C - Mass Contract Removal
- D - Mass Contract Delete

Answer: D

Question: 74

Project Accounting is integrated with which of the following modules?

- A - Payroll
- B - Payables Management
- C - Receivable Management
- D - Fixed Assets

Answer: A, B, C

Question: 75

If the approve All button is used, it will only approve documents with which document status. If the approve All button is used, it will only approve documents with which document status?

- A - Pending or re-submitted
- B - Submitted or pending
- C - Submitted or re-submitted
- D - Submitted only

Answer: C

Question: 76

What do Administrator privileges allow a user to do?

- A - Perform inquiries on other users transactions.
- B - Set up new users in Personal Data Keeper.
- C - Override Manager or Supervisor settings for approvals.
- D - Enter a timesheet for another employee.

Answer: C

Question: 77

In the weekly-based timesheet view in Personal Data Keeper, how is the first day of the week determined?

- A - The reporting period defined in Personal Data Keeper Timesheet Setup.
- B - By the system default date.
- C - The Personal Data Keeper user date.
- D - The day of the week for the first day of the first reporting period allowed in the Timesheet Setup window in Project Accounting.

Answer: D

Question: 78

How is the user count defined in Personal Data Keeper?

- A - It is determined by the database server license.
- B - Each User ID is considered one license.
- C - Personal Data Keeper licenses are concurrent, not based on specific users.
- D - Great Plains user licenses transfer to Personal Data Keeper licenses.

Answer: B

Question: 79

Which of the following best describes which projects are available during Project Employee Expense entry in Business Portal?

- A - The user's role in Business Portal dictates project availability.
 - B - The User Setup window in Project Accounting determines the available projects.
 - C - The Access List in Project Accounting determines the available projects.
 - D - The employee status as it relates to the project determines which projects may be selected.
- The employee status as it relates to the project determines which projects may be selected.

Answer: C

Question: 80

What are the user types available in the Personal Data Keeper User Setup window?

- A - Employee, Supervisor and Administrator
- B - Employee, Administrator and Manager
- C - Employee, Manager and Supervisor
- D - Employee, Administrator, Manager and Supervisor

Answer: C

Question: 81

Which of the following is true regarding Batch Prefix setup?

- A - The batch prefix is user-defined during transaction entry.
- B - The batch prefix fields are required in the User Setup window.
- C - The batch prefix is created automatically during processing from Personal Data Keeper to Project Accounting.
- D - They are not used with Timesheet transactions.

Answer: B

Question: 82

When using weekly timesheet reporting periods, which of the following is a true statement about Personal Data Keeper timesheets?

- A - If a timesheet transaction has been started using a certain timesheet layout it cannot be changed.
- B - A single timesheet entered in the weekly layout can be changed to ate-based but all billing notes will be lost.
- C - A single timesheet can be edited at any time using either the weekly or date-based layout.
- D - The layout can be changed during the timesheet approval process.

Answer: C

Question: 83

Which role is necessary in order to add or remove users in Business Portal for use with Project Time and Expense?

- A - Employee
- B - Manager
- C - Administrator

D - Back Office user

Answer: C

Question: 84

Whether a transaction appears in the approvals window is determined primarily by which table field?

- A - PDK Document Status field of the transaction header table.
- B - The Employee ID field of the transaction header table.
- C - The Transaction Quantity field of the transaction line table.
- D - The User Type field of the PDK User Master table.

Answer: A

Question: 85

The Personal Data Keeper Timesheet Wizard may perform which of the following procedures?

- A - Load data from a previously entered timesheet
- B - Load data from a template
- C - Load data from a 3rd party payroll system
- D - Scan data from a paper based timecard

Answer: A, B

Question: 86

What conditions must exist to select the either/Or OK for Submittal option in User Setup?

- A - No specific conditions exist.
- B - Neither Manager nor Supervisor box must be marked.
- C - Either Manager or Supervisor box must be marked.
- D - Both Manager and Supervisor boxes must be marked.

Answer: D

Question: 87

Which of the following would prevent a document from being processed to Project Accounting after the Process button is selected?

- A - All required approvals have not been completed prior to processing.
- B - The status of the project is On Hold within Project Accounting.
- C - The user processing the transactions is both a manager and an administrator.
- D - The status of the document was set to returned.

Answer: A, D

Question: 88

Which of the following is true regarding the role Personal Data Keeper has with Project Time and Expense for Business Portal?

- A - It has no role.
- B - Personal Data Keeper is needed to process transactions to the Project Accounting module.
- C - Personal Data Keeper is needed for set up of users only.
- D - Personal Data Keeper is optional when using Time & Expense for Business Portal.

Answer: B

Question: 89

Which of the following statements accurately represents a difference between Personal Data Keeper and Project Time and Expense for Business Portal?

- A - Only Personal Data Keeper uses web services to interface with SQL server.
- B - Project Time & Expense for Business Portal may be used to approve expenses but Personal Data Keeper cannot.
- C - Only Personal Data Keeper timesheets can be entered in a week based format.
- D - In Time & Expense for Business Portal employees must be assigned to a project before they can enter a timesheet for it.

Answer: D

Question: 90

Under what conditions can the "Employee ID" be selected when entering a timesheet in Personal Data Keeper?

- A - It can be selected when entering a proxy timesheet.
- B - It can be selected if the user is a supervisor or manager.
- C - It can be selected as long as the user is working in connected mode.
- D - It cannot be selected.

Answer: A

Question: 91

Which of the following could be a reason the template wizard icon is unavailable when creating a new timesheet?

- A - The user has not been configured to use timesheet templates.
- B - No timesheets have been submitted for this user before.
- C - Personal Data Keeper doesn't allow timesheets to be created through a template.
- D - Data entry on this timesheet has already begun.

Answer: A, D

Question: 92

Personal Data Keeper and Project Time and Expense for Business Portal are designed for users to enter which types of transactions?

- A - Timesheets only
- B - Timesheets and Employee Expenses
- C - Any Project Accounting transaction
- D - Timesheets and any purchasing type transaction

Answer: B

Question: 93

In order to install Project Time and Expense for Business Portal, which of the following must be true?

- A - The installer must be a user in Great Plains.
- B - The installer must have administrator rights to the SQL server being used.
- C - The system must have registered Payroll applications.

D - The installer must be a Microsoft Business Solutions master certified technician.

Answer: B

Question: 94

When using Personal Data Keeper, which of the following is true?

- A - All Personal Data Keeper users must also have access to the accounting system.
- B - All Personal Data Keeper users must have the accounting system open whenever they are using Personal Data Keeper.
- C - Personal Data Keeper users are not required to have access to the accounting system.
- D - Only the Administrator users must have access to the accounting system.

Answer: C

Question: 95

If the Administrator component is NOT selected during installation, which of the following will be unavailable?

- A - User/User Class Setup
- B - System registration
- C - Security options
- D - Timesheet approval

Answer: A, B, C

Question: 96

Which of the following describes system security in Personal Data Keeper?

- A - You must have a system password and it must be access.
- B - A system password is optional in Personal Data Keeper.
- C - You must have a system password, but it does not have to be 'access'.
- D - There is no system password capability in Personal Data Keeper.

Answer: C

Question: 97

Which report would a supervisor or manager print to view the list of employees who have not submitted their timesheet for a particular reporting period?

- A - Missing Timesheet Report
- B - Print the list of employees attached to this supervisor/manager and manually highlight the employees missing.
- C - There is no way to view this information in the current version.
- D - Print the Timesheet History report for all employees for the specified period.

Answer: A

Question: 98

What does it mean when the Administrator Approvals box is marked in either of the transaction approval windows in Personal Data Keeper?

- A - An Administrator is required to approve the transactions listed.
- B - The user has entered the approval window using Administrator privileges.
- C - The transactions listed have been approved by an Administrator already.

D - Administrators can 'final approve' a transaction even if two approvals are required.

Answer: B

Question: 99

What is the maximum number of delegates that may be assigned to a single employee?

- A - Two
- B - As many as are in the class assigned to the user.
- C - One
- D - Unlimited

Answer: D

Question: 100

In order bill a Retention fee, what the status of a project be?

- A - open
- B - closed
- C - Estimate
- D - completed

Answer: D

Question: 101

Which of the following best describes how the account sources under Setup - Project - Project are used?

- A - They are not used.
- B - To keep track of the accounts.
- C - They are the General Ledger account sources for any project transactions,
- D - They are default General Ledger account sources for new projects.

Answer: D

Question: 102

Change Order tracking must be activated per_____

- A - Project
- B - Customer
- C - Cost Category
- D - Employee

Answer: A

Question: 103

Which of the following statements is true regarding the billing Format Setup window?

- A - It's an easy way to format your invoices instead of using Report Writer.
- B - I can group multiple billing invoice reports to be printed together.
- C - I can specify which notes I want to print on an invoice.
- D - It's not used for Project Accounting.

Answer: B

Question: 104

When a new employee is added to the system, which type of information is automatically updated for any established Employee Rate Table?

- A - No data is updated
- B - Profit type
- C - Profit percentage
- D - Hourly rate and overhead

Answer: A

Question: 105

Which of the following statements best describe the information used to create a Position Rate Table?

- A - Each position can only be assigned to one profit type.
- B - Each position can be used with multiple profit types.
- C - Each position must be assigned to an employee and a profit type.
- D - Each position may only be assigned to one employee and profit type.

Answer: B

Question: 106

Which window determines how the periods are configured in the periodic budget window?

- A - System Setup
- B - Project Setup
- C - Account Format Setup
- D - Fiscal Period Setup

Answer: D

Question: 107

Labels for User Defined fields in the Project Setup - Label Options window are displayed in which of the following windows?

- A - Inquiry windows
- B - Master record windows
- C - Transaction entry windows
- D - They are not displayed unless added with Modifier.

Answer: B

Question: 108

When posting transactions to Payroll from Project Accounting, which of the following setup options must be marked?

- A - Default unit costs from budget
- B - Use pay codes for unit cost
- C - Default unit costs from employee
- D - Default profit type from employee

Answer: B

Question: 109

Which setup option may NOT be changed after transactions have been either saved in a batch or posted?

- A - Reporting period
- B - Next document number
- C - Default Profit Types from
- D - Default Billing Note from

Answer: A

Question: 110

After posting transactions what must be done before the Combined History Inquiry window will display the information?

- A - A filter must be set up.
- B - Fees must be billed.
- C - The Combined History utility must be used.
- D - Nothing

Answer: C

Question: 111

In the Miscellaneous Log Setup window, the default profit type may come from which of the following options?

- A - Budget
- B - Contract
- C - Cost Category
- D - Miscellaneous

Answer: A, C, D

Question: 112

User setup options in Project Accounting may be used to restrict changes to the following information during cost or billing transaction entry?

- A - Billing rate
- B - Billing Type
- C - Project Type
- D - Billing Cycle ID

Answer: A, B

Question: 113

Time and Materials projects can NOT use which of the following posting distribution types?

- A - Overhead
- B - Project Loss
- C - Work in Progress
- D - Earnings in Excess of Billings

Answer: B, D

Question: 114

When a Customer ID is added to the Third Party Customer List for a Project which of the

following is true?

- A - The newly added customer may be billed for the project.
- B - Drop-ship purchase orders for the project may only use the Third Party customer and the original customer.
- C - The original customer associated with the project can no longer be billed.
- D - The customer may see the other customer projects.

Answer: A

Question: 115

What Fee is exclusively for Cost Plus and Fixed Price Projects?

- A - Service Fee
- B - Special Fee
- C - Retainer Fee
- D - Retention Fee

Answer: D

Question: 116

Segment overrides may NOT be performed on which of the following segments?

- A - First
- B - Last
- C - Main
- D - All segments may be overridden.

Answer: C

Question: 117

What Fee is exclusively for Time and Material Projects?

- A - Project Fee
- B - Special Fee
- C - Service Fee
- D - Retention Fee

Answer: C

Question: 118

Commission rate information can only be set up at what level of the Project Accounting hierarchy?

- A - Task
- B - Contract
- C - Project
- D - Cost Category

Answer: B

Question: 119

If an organization is continually adding new employees to work on projects and would like to have them setup with billing rates that correlate to their role in the company, what would be the optimal method for assigning billing rates for Time and Materials projects?

- A - Assign billing rates on each budget
- B - Use a Position Rate Table
- C - Use an Employee Rate table
- D - Use a template with billing rates on each budget

Answer: B

Question: 120

The Effort-Expended accounting method determines percentage of completion based on what attribute?

- A - Budgeted cost amount
- B - Budgeted quantity
- C - Vendor
- D - Rate tables

Answer: B

Question: 121

When the "Closed to Project Costs" box is marked for contract X which of the following statements is true?

- A - No cost transactions can be entered for any projects assigned to Contract X.
- B - No cost transactions can be entered for any contracts.
- C - Customer Adam Park may not close any projects.
- D - Cost transactions that were saved in a batch for Contract X cannot be posted.

Answer: A, D

Question: 122

How many Revenue Recognition Cycle IDs can be assigned to a project?

- A - Unlimited
- B - As many as has been created for each transaction type.
- C - One
- D - None

Answer: C

Question: 123

What status must a Project have in order to change the 'Forecast' amounts or quantity of a budget?

- A - Open
- B - Closed
- C - Estimate
- D - Completed

Answer: A

Question: 124

Which statement best describes how the Accept Replacements option for rate tables in the Project Billings Settings and the Budget Rates windows function?

- A - It allows/disallows line item changes to be reflected on this project.

B - It works in conjunction with the “Replace Rate Table on projects with this one” option in the rate table wizard.

C - It allows/disallows users to change from an employee to position rate table on the project.

D - It allows/disallows users to make changes to the rate when entering transactions.

Answer: B

Question: 125

How are the Begin and End dates for a project determined?

A - By entering the dates in the Project Maintenance window.

B - They default from the user date.

C - The Begin and end dates roll down from the contract.

D - The earliest Begin and latest End dates of the associated budgets are used.

Answer: D

Question: 126

The following types of inventory items may be used in Project Accounting?

A - Serialized

B - Sequenced

C - Segmented

D - Lot numbered

Answer: A, D

Question: 127

Why would the Retention Fee section of the Fee Entry window be unavailable?

A - The Project has a status of estimate.

B - The Project has a user defined status.

C - The Billing Settings window for the Project has the Fees checkbox unmarked.

D - The Project is configured as Time and Materials

Answer: D

Question: 128

Which of the following types of information can NOT be changed by using a change order?

A - Forecast Total Cost

B - Baseline Total Cost

C - Fee Amount

D - Committed Cost

Answer: D

Question: 129

In which of the following situations may a cost category NOT be marked as Inactive?

A - Cost categories may not be marked as Inactive.

B - Cost category has been created but not assigned to a budget.

C - Cost category has been assigned to a budget but transactions have not been entered.

D - Cost category has been assigned to a budget and there are existing unposted transactions.

Answer: D

Question: 130

In the PA Employee Options window when Files Employee Expense is marked and Allow Vendor for Purchase Order is unmarked which of the following is most true?

- A - Employee Expense transactions can be entered for the employee but, they will not post to Payables Management module.
- B - These boxes have no bearing on either transaction type.
- C - Employee Expense transactions can be entered for the employee, but Purchase Orders cannot be entered for the corresponding vendor.
- D - The employee will not have a vendor record established in Payables Management but, they can still enter employee expenses.

Answer: C

Question: 131

What status must a Project have in order to change the Baseline amounts or quantity of a budget?

- A - Hold
- B - Open
- C - Closed
- D - Estimate

Answer: D

Question: 132

Time and Materials projects can use which of the following profit types?

- A - Billing Rate, Markup Percent or None
- B - Total Profit, Billing Rate or Markup Percent
- C - Percent of Baseline, Percent of Actual or None
- D - Markup Percent, Profit per Unit Fixed, or Total Profit

Answer: A

Question: 133

Which of the following posting distributions are NOT available for Fixed Price or Cost Plus projects?

- A - Overhead
- B - Unbilled Project Revenue
- C - Billings in Excess of Earnings
- D - Unbilled Accounts Receivable

Answer: B, D

Question: 134

When using a Fixed Price project the Cost Owner source is only available as a posting source for which two General Ledger posting types?

- A - Contra Account and Overhead
- B - BIEE and EIEB
- C - Cost of Goods Sold and Contra Account

D - Project Revenue and Project Losses

Answer: A

Question: 135

Which of the following is NOT an available default source of posting accounts for a project budget?

- A - Budget
- B - Contract
- C - Customer
- D - Cost Category

Answer: A

Question: 136

Billing cycles may be assigned at which of the following Project Accounting hierarchical levels?

- A - Contract and project
- B - Customer and project
- C - Customer and contract
- D - Customer, project and contract

Answer: D

Question: 137

The Cost tax schedule can be assigned to which of the following transaction types in the cost category maintenance window?

- A - Timesheet
- B - Miscellaneous
- C - Purchases/Material
- D - Employee Expense

Answer: C, D

Question: 138

What is the billing type for transactions entered without a project number?

- A - Billable
- B - Standard
- C - No Charge
- D - Non-billable

Answer: D

Question: 139

Which of the following User Settings would allow the user to enter only their own timesheet transactions?

- A - All
- B - None
- C - Class
- D - Self

Answer: D

Question: 140

Which of the following options would allow you to bill a portion of a cost transaction in the Time and Materials Billing window?

- A - Split
- B - Divide
- C - Separate
- D - Appropriate

Answer: A

Question: 141

In order to bill a Retention fee, what must the status of a project be?

- A - Open
- B - Closed
- C - Estimate
- D - Completed

Answer: D

Question: 142

If a transaction line item does NOT create a Work in Progress general ledger distribution when costs were entered and a valid account source exists, the project selected must be configured to use which accounting method?

- A - When Billed
- B - Effort-Expended
- C - Cost-to-Cost
- D - When Performed

Answer: D

Question: 143

When is the Committed Cost amount updated for a project?

- A - Purchase order is saved.
- B - Purchase order is received.
- C - Purchase order is printed.
- D - Purchase order is completed.

Answer: C

Question: 144

Which of the following best describes how fees may appear on a printed invoice?

- A - Fees cannot be billed on an invoice.
- B - Invoiced through Service Management module.
- C - Billed using Sales Order Processing.
- D - Fees are printed separately from cost transactions.

Answer: D

Question: 145

A sequence number must be used for a timesheet transaction under which of the following conditions?

- A - Transaction for that reporting period has already been posted.
- B - Transaction with the same project number and reporting period has been entered.
- C - Transaction with the same Employee ID, transaction type, and project number has been entered.
- D - Transaction with the same Employee ID, transaction type, and reporting period has been entered.

Answer: D

Question: 146

Which transaction types allow a user to enter Begin and End times?

- A - Timesheets and Inventory Transfers
- B - Timesheets and Miscellaneous Logs
- C - Timesheets and Equipment Logs
- D - Employee Expenses and Equipment Logs

Answer: C

Question: 147

After billing a Retainer Fee, what other process must be done before the retainer can be applied to future billing invoices?

- A - Nothing
- B - Apply a payment to the retainer fee billing.
- C - Run Paid Transaction Removal.
- D - Assign another fee to the project.

Answer: B

Question: 148

When a Standard Purchase Order is entered in Project Accounting the cost will update the Committed Cost field in the Project Maintenance window. Which of the options below describes when the committed cost for that Purchase Order would be relieved?

- A - During Invoicing of the Purchase Order.
- B - During Receiving of the Purchase Order.
- C - During customer Billing of the Purchase Order.
- D - Never gets relieved.

Answer: B

Question: 149

When revenue is recognized based on the summation of values from multiple cost categories in a project, what are the earnings said to be?

- A - Complete
- B - Combined
- C - Augmented
- D - Segmented

Answer: B

Question: 150

Which transaction types in Project Accounting allow recurring batches?

- A - All transactions types.
- B - Timesheet and Employee Expense only.
- C - Timesheet, Employee Expense and Equipment Log.
- D - There are no recurring batches in Project Accounting.

Answer: D

Question: 151

Which account is used to recognize revenue on the income statement for a Fixed Price or Cost Plus project?

- A - Project Billings
- B - Project Revenue
- C - Unbilled Revenue
- D - Sales

Answer: B

Question: 152

Standard positive quantity Inventory' Transfer transactions do which of the following?

- A - May burden the associated project with costs.
- B - May create a billable item for Time & Material billings.
- C - Can be used with Miscellaneous IDs.
- D - Will deplete the on-hand quantity if used with an Inventoried item.

Answer: A, B, D

Question: 153

Change Order numbering is tracked and controlled per_____

- A - Project
- B - Contract
- C - Company
- D - Install (global setting)

Answer: B

Question: 154

Which of the following transaction types allow for Multicurrency transactions?

- A - Billing
- B - Inventory Transfer
- C - Employee Expenses
- D - Miscellaneous Logs

Answer: A, C, D

Question: 155

Which of the following is the best explanation for why transactions entered for Cost Plus or Fixed

Price projects can NOT be set to non-billable?

- A - All transactions entered for Cost Plus and Fixed Price projects are always calculated as part of the percentage or completion.
- B - Cost Plus and Fixed Price projects cannot use the billing Rate profit lye.
- C - Rate tables cannot be assigned to Cost Plus or Fixed Price projects.
- D - Time & Materials projects utilize percentage of completion to calculate earned revenues.

Answer: A

Question: 156

Overhead may be calculated on which of the following transaction types?

- A - Timesheets
- B - Equipment Logs
- C - Receiving Invoices
- D - Miscellaneous Logs

Answer: A, B, D

Question: 157

Which of the following is a valid reason the Total Accrued Revenue field at the bottom of the Timesheet entry window would be zero?

- A - All projects entered on the timesheet are either Cost Plus or Fixed Price.
- B - The Billing Rate field was not added to the Timesheet entry window.
- C - All timesheet line items are set to 'N/B'.
- D - All projects have rate tables assigned and the employee profit type has a billing rate of \$50 an hour.

Answer: A, C

Question: 158

A transaction entered with a billing type of 'No Charge' will do which of the following?

- A - Be available for billing in the billing entry window.
- B - Decrease the accumulated actual cost of a project.
- C - Not be available for billing in the billing entry window.
- D - Will not be able to be reversed.

Answer: A

Question: 159

When processing a billing cycle, you may print one invoice per _____

- A - Fee
- B - Project
- C - Contract
- D - Customer

Answer: B, C, D

Question: 160

Purchase Orders in Project Accounting may be entered for which of the following types of inventory items?

- A - Kits
- B - Services
- C - Sales/Inventory
- D - Discontinued items

Answer: C

Question: 161

Which of the following is used to determine the percentage of completion for revenue recognition?

- A - Accounting Method
- B - Baseline
- C - Forecast
- D - Milestones

Answer: A, C

Question: 162

In order to transfer an inventory item to a project, which of the following statements must be true?

- A - The item must have quantities 'On-Hand'.
- B - An open purchase order must exist for this item.
- C - A backorder document exists for this item in Sales Order Processing.
- D - Item must be a serial or lot-numbered item.

Answer: A

Question: 163

Which of the following statements is true regarding Project Accounting timesheets?

- A - To use Project Accounting you must process your Payroll through Great Plains.
- B - Project Accounting gives you the option of whether your timesheet entries will post to Payroll or not.
- C - If you are using Project and Payroll, all employees must use a pay code of hourly.
- D - When entering timesheet transaction in Project Accounting, all time must be related to a project.

Answer: B

Question: 164

Which of the following is NOT a valid fee type for Project Accounting?

- A - Project
- B - Add on
- C - Retainer
- D - Retention

Answer: B

Question: 165

Which of the following is NOT a type or transaction in Project Accounting?

- A - Timesheet
- B - Sales Invoice

- C - Inventory Transfer
- D - Employee Expense

Answer: B

Question: 166

What is the process that is used to move billing documents in Project Accounting to history status?

- A - Clear Data
- B - Remove Paid Documents
- C - Billing History Update
- D - Paid Transaction Removal

Answer: D

Question: 167

Project Accounting can be used to perform which of the following activities in your business?

- A - Recognize revenue
- B - Enter point of sale transaction documents for customers.
- C - Track employee time and expenses incurred for a project.
- D - Compare and analyze baseline and forecasted values for a project.

Answer: A, C, D

Question: 168

When using a Cost Plus or Fixed Price project when is revenue actually recognized?

- A - When billings are posted.
- B - When costs are recorded.
- C - When a Revenue Recognition transaction is posted.
- D - When the budget is updated.

Answer: C

Question: 169

Which types of projects can be tracked with Project Accounting?

- A - Cost Plus
- B - Fixed Price
- C - Time and Materials
- D - Open Ended

Answer: A, B, C

Question: 170

The Project Closing Edit List report displays information regarding?

- A - General Ledger accounts that will be posted once the closing transaction is processed.
- B - More detail about why certain Project Closing Checklist items are unmarked.
- C - The profitability of the project.
- D - A summary of all transactions associated with the project.

Answer: B

Question: 171

Which utility would you use to purge completed contracts from the system?

- A - PA Contract Delete
- B - PA Contract Removal
- C - Mass Contract Removal
- D - Mass Contract Delete

Answer: D

Question: 172

Project Accounting is integrated with which of the following modules?

- A - Payroll
- B - Payables Management
- C - Receivable Management
- D - Fixed Assets

Answer: A, B, C

Question: 173

Which of the following is NOT a level in the project hierarchy?

- A - Phase
- B - Contract
- C - Customer
- D - Cost Category

Answer: A

Question: 174

Which of the following best describes the relationship between the reporting periods for timesheets in Project Accounting and pay periods in Payroll?

- A - They do not have to be the same.
- B - They must be the same for all employees.
- C - They must be the same for hourly employees.
- D - They must be the same for salaried employees.

Answer: A

Question: 175

Any single Cost Category can be assigned to how many transaction usage types?

- A - One
- B - Two
- C - Three
- D - Four

Answer: A

Question: 176

Which of the following is true regarding the role Personal Data Keeper has with Project Time and Expense for Business Portal?

- A - It has no role.
- B - Personal Data Keeper is needed to process transactions to the Project Accounting module.
- C - Personal Data Keeper is needed for set up of users only.
- D - Personal Data Keeper is optional when using Time & Expense for Business Portal.

Answer: B

Question: 177

Information entered into the comment field in the Employee Expense Entry window will populate information into which of the following fields after posting to the General Ledger?

- A - Reference field
- B - Distribution Reference field
- C - Originating Master reference field
- D - Source document field

Answer: A

Question: 178

Whether a transaction appears in the approvals window is determined primarily by which table field?

- A - PDK Document Status field of the transaction header table.
- B - The Employee ID field of the transaction header table.
- C - The Transaction Quantity field of the transaction line table.
- D - The User Type field of the PDK User Master table.

Answer: A

Question: 179

Which of the following describes system security in Personal Data Keeper?

- A - You must have a system password and it must be access
- B - A system password is optional in Personal Data Keeper.
- C - You must have a system password, but it does not have to be 'access'.
- D - There is no system password capability in Personal Data Keeper.

Answer: C

Question: 180

What are the user types available in the Personal Data Keeper User Setup window?

- A - Employee, Supervisor and Administrator
- B - Employee, Administrator and Manager
- C - Employee, Manager and Supervisor
- D - Employee, Administrator, Manager and Supervisor

Answer: C

Question: 181

What conditions must exist to select the either/Or OK for Submittal option in User Setup?

- A - No specific conditions exist.
- B - Neither Manager nor Supervisor box must be marked.
- C - Either Manager or Supervisor box must be marked.

D - Both Manager and Supervisor boxes must be marked.

Answer: D

Question: 182

If the Approve All button is used, it will only approve documents with which document status?

- A - Pending or re-submitted
- B - Submitted or pending
- C - Submitted or re-submitted
- D - Submitted only

Answer: C

Question: 183

If a timesheet or expense report has the approval status set to overridden what does it indicate?

- A - The employee overrode the decision of the supervisor.
- B - The document was approved using Administrative privileges.
- C - The manager overrode the decision of the supervisor.
- D - The timesheet was changed after initially being approved.

Answer: B

Question: 184

When using weekly timesheet reporting periods, which of the following is a true statement about Personal Data Keeper timesheets?

- A - If a timesheet transaction has been started using a certain timesheet layout it cannot be changed.
- B - A single timesheet entered in the weekly layout can be changed to date-based but all billing notes will be lost.
- C - A single timesheet can be edited at any time using either the weekly or date-based layout.
- D - The layout can be changed during the timesheet approval process.

Answer: C

Question: 185

What is the maximum number of delegates that may be assigned to a single employee?

- A - Two
- B - As many as are in the class assigned to the user.
- C - One
- D - Unlimited

Answer: D

Question: 186

Which of the following statements best describes offline support in Personal Data Keeper?

- A - It uses the offline tables stored in the local Personal Data Keeper directory to store timesheets and expense reports.
- B - Creates timesheets and expense reports and saves them rather than submit them.
- C - Uses Personal Data Keeper without also having Project Accounting open.
- D - Uses Personal Data Keeper without selecting a project and cost category.

Answer: A

Question: 187

In the weekly-based timesheet view in Personal Data Keeper, how is the first day of the week determined?

- A - The reporting period defined in Personal Data Keeper Timesheet Setup.
- B - By the system default date.
- C - The Personal Data Keeper user date.
- D - The day of the week for the first day of the first reporting period allowed in the Timesheet Setup window in Project Accounting.

Answer: D

Question: 188

What additional item(s) are added to the transaction drop-down list from the main menu in Personal Data Keeper when the user logged in is a Manager, Supervisor or Administrator?

- A - Timesheet Approvals and/or Expense Approvals
- B - Approval Entry
- C - Timesheet Batch Approval and/or Expense Batch Approvals
- D - Nothing is added to the drop-down list

Answer: A

Question: 189

What does it mean when the Administrator Approvals box is marked in either of the transaction approval windows in Personal Data Keeper?

- A - An Administrator is required to approve the transactions listed.
- B - The user has entered the approval window using Administrator privileges.
- C - The transactions listed have been approved by an Administrator already.
- D - Administrators can 'final approve' a transaction even if two approvals are required.

Answer: B

Question: 190

Which of the following is true regarding Batch Prefix setup?

- A - The batch prefix is user-defined during transaction entry
- B - The batch prefix fields are required in the User Setup window.
- C - The batch prefix is created automatically during processing from Personal Data Keeper to Project Accounting.
- D - They are not used with Time sheet transactions.

Answer: B

Question: 191

What do Administrator privileges allow a user to do?

- A - Perform inquiries on other users transactions.
- B - Set up new users in Personal Data Keeper.
- C - Override Manager or Supervisor settings for approvals.
- D - Enter a timesheet for another employee.

Answer: C

Question: 192

What function(s) must be performed to ensure that active Personal Data Keeper transactions on the server are NOT edited or processed while the user is off line?

- A - Connect to the network and transfer all documents.
- B - Synchronize Offline folders and set active document status to remote.
- C - Log in to Project Accounting and import Personal Data Keeper transactions.
- D - Change status of each transaction to hared.

Answer: B

Question: 193

When using Personal Data Keeper, which of the following is true?

- A - All Personal Data Keeper users must also have access to the accounting system.
- B - All Personal Data Keeper users must have the accounting system open whenever they are using Personal Data Keeper.
- C - Personal Data Keeper users are not required to have access to the accounting system.
- D - Only the Administrator users must have access to the accounting system.

Answer: C

Question: 194

Which role is necessary in order to add or remove users in Business Portal for use with Project Time and Expense?

- A - Employee
- B - Manager
- C - Administrator
- D - Back Office user

Answer: C

Question: 195

If the Administrator component is NOT selected during installation, which of the following will be unavailable?

- A - User/User Class Setup
- B - System registration
- C - Security options
- D - Timesheet approval

Answer: A, B, C

Question: 196

How is the user count defined in Personal Data Keeper?

- A - It is determined by the database server license.
- B - Each User ID is considered one license.
- C - Personal Data Keeper licenses are concurrent, not based on specific users.
- D - Great Plains user licenses transfer to Personal Data Keeper licenses.

Answer: B

Question: 197

Which of the following statements accurately represents a difference between Personal Data Keeper and Project Time and Expense for Business Portal?

- A - Only Personal Data Keeper uses web services to interlace with SQL server.
- B - Project Time & Expense for Business Portal may be used to approve expenses but Personal Data Keeper cannot.
- C - Only Personal Data Keeper timesheets can be entered in a week based format.
- D - In Time & Expense for Business Portal employees must be assigned to a project before they can enter a timesheet for it.

Answer: D

Question: 198

Which of the following could be a reason the template wizard icon is unavailable when creating a new timesheet?

- A - The user has not been configured to use timesheet templates.
- B - No timesheets have been submitted for this user before.
- C - Personal Data Keeper doesn't allow timesheets to be created through a template.
- D - Data entry on this timesheet has already begun.

Answer: A, D

Question: 199

An employee assigned as a delegate in the Timesheet Settings window has which of the following capabilities?

- A - They can enter a timesheet on behalf of the employee identified.
- B - They can approve a timesheet for the employee identified.
- C - They can enter a timesheet for any other employee.
- D - They can log into Personal Data Keeper as the user identified.

Answer: A

Question: 200

Under what conditions can the "Employee ID" be selected when entering a timesheet in Personal Data Keeper?

- A - It can be selected when entering a proxy timesheet.
- B - It can be selected if the user is a supervisor or manager.
- C - It can be selected as long as the user is working in connected mode.
- D - It cannot be selected.

Answer: A

Question: 201

Which of the following must be set up before Miscellaneous and Equipment transactions can be entered in Project Accounting?

- A - General Ledger accounts
- B - Miscellaneous IDs and Equipment IDs
- C - Rate Table
- D - Overhead accounts

Answer: B

Question: 202

Alter posting transactions what must be done before the Combined History Inquiry window will display the information?

- A - A filter must be set up.
- B - Fees must be billed.
- C - The Combined History utility must be used.
- D - Nothing

Answer: C

Question: 203

In the Miscellaneous Log Setup window, the default profit type may come from which of the following options?

- A - Budget
- B - Contract
- C - Cost Category
- D - Miscellaneous

Answer: A, C, D

Question: 204

When posting transactions to Payroll from Project Accounting, which of the following setup options must be marked?

- A - Default unit costs from budget
- B - Use pay codes for unit cost
- C - Default unit costs from employee
- D - Default profit type from employee

Answer: B

Question: 205

Change Order tracking must be activated per?

- A - Project
- B - Customer
- C - Cost Category
- D - Employee

Answer: A

Question: 206

Which setup option may NOT be changed after transactions have been either saved in a batch or posted?

- A - Reporting period
- B - Next document number
- C - Default Profit Types from
- D - Default Billing Note from

Answer: A

Question: 207

User setup options in Project Accounting may be used to restrict changes to the following information during cost or billing transaction entry?

- A - Billing rate
- B - Billing Type
- C - Project Type
- D - Billing Cycle ID

Answer: A, B

Question: 208

Labels for User Defined fields in the Project Setup - Label Options window are displayed in which of the following windows?

- A - Inquiry windows
- B - Master record windows
- C - Transaction entry windows
- D - They are not displayed unless added with Modifier.

Answer: B

Question: 209

Which of the following is NOT a valid Rate Table Wizard option?

- A - Add employees and default pay codes.
- B - Recalculate the pay rate based on the position.
- C - Recalculate the pay rate based on pay codes.
- D - Replace rate table on projects with this one.

Answer: B

Question: 210

Which of the following best describes how the account sources under Setup - Project - Project are used?

- A - They are not used.
- B - To keep track of the accounts.
- C - They are the General Ledger account sources for any project transactions.
- D - They are default General Ledger account sources for new projects.

Answer: D

Question: 211

How could you configure PA Purchasing Invoice setup to prevent the receiving of Purchase Orders at a cost other than what was listed on the original purchase order?

- A - 0% Variance from PO Unit Cost and unmark the option to Allow receiving of unprinted PO.
- B - 0% Variance from PO Unit Cost and unmark the option to Exceed Total Budget Cost.
- C - 0% Variance from PO Unit Cost and unmark the option to Exceed PO Unit Cost.
- D - There is no option available to prevent receipt of items at a cost other than the purchase cost.

Answer: C

Question: 212

Which of the following statements best describe the information used to create a Position Rate

Table?

- A - Each position can only be assigned to one profit type.
- B - Each position can be used with multiple profit types.
- C - Each position must be assigned to an employee and a profit type.
- D - Each position may only be assigned to one employee and profit type.

Answer: B

Question: 213

How many Revenue Recognition Cycle IDs can be assigned to a project?

- A - Unlimited
- B - As many as has been created for each transaction type.
- C - One
- D - None

Answer: C

Question: 214

What status must a Project have in order to change the Baseline amounts or quantity of a budget?

- A - Hold
- B - Open
- C - Closed
- D - Estimate

Answer: D

Question: 215

Which of the following describes the composition of the Project Amount?

- A - Budgeted revenue + budgeted costs + applicable fees
- B - Project fees + service fees + retention fees
- C - Budgeted costs + retainer fee + project fees
- D - Budgeted revenue + service fees + project fees

Answer: D

Question: 216

What kind of revenue recognition is calculated individually on each cost category used in a project?

- A - Divisional
- B - Combined
- C - Augmented
- D - Segmented

Answer: D

Question: 217

Where are the two places rate tables can be assigned?

- A - Project and Budget

- B - Project and Customer
- C - Contract and Budget
- D - Billing Setup and Timesheet Setup

Answer: A

Question: 218

What status must a Project have in order to change the 'Forecast' amounts or quantity of a budget?

- A - Open
- B - Closed
- C - Estimate
- D - Completed

Answer: A

Question: 219

How are the Begin and End dates for a project determined?

- A - By entering the dates in the Project Maintenance window.
- B - They default from the user date.
- C - The Begin and end dates roll down from the contract.
- D - The earliest Begin and latest End dates of the associated budgets are used.

Answer: D

Question: 220

Which statement best describes how the Accept Replacements option for rate tables in the Project Billings Settings and the Budget Rates windows function?

- A - It allows/disallows line item changes to be reflected on this project.
- B - It works in conjunction with the "Replace Rate Table on projects with this one" option in the rate table wizard.
- C - It allows/disallows users to change from an employee to position rate table on the project.
- D - It allows/disallows users to make changes to the rate when entering transactions.

Answer: B

Question: 221

Segment overrides may NOT be performed on which of the following segments?

- A - First
- B - Last
- C - Main
- D - All segments maybe overridden.

Answer: C

Question: 222

In which of the following situations may a cost category NOT be marked as Inactive?

- A - Cost categories may not be marked as Inactive.
- B - Cost category has been created but not assigned to a budget.
- C - Cost category has been assigned to a budget but transactions have not been entered.

D - Cost category has been assigned to a budget and there are existing unposted transactions.

Answer: D

Question: 223

Which of the following is NOT an available default source of posting accounts for a project budget?

- A - Budget
- B - Contract
- C - Customer
- D - Cost Category

Answer: A

Question: 224

Time and Materials projects can NOT use which of the following posting distribution types?

- A - Overhead
- B - Project Loss
- C - Work in Progress
- D - Earnings in Excess of Billings

Answer: B, D

Question: 225

Time and Materials projects can use which of the following profit types?

- A - Billing Pate. Markup Percent or None
- B - Total Profit, Billing Rate of Markup Percent
- C - Percent of Baseline, Percent of Actual or None
- D - Markup Percent, Profit per Unit Fixed, or Total Profit

Answer: A

Question: 226

When a Customer ID is added to the Third Party Customer List for a Project which of the following is true?

- A - The newly added customer may be billed for the project.
- B - Drop-ship purchase orders for the project may only use the Third Party customer and the original customer.
- C - The original customer associated with the project can no longer be billed.
- D - The customer may see the other customer projects. The customer may see the other customer projects.

Answer: A

Question: 227

Billing cycles can use which of the following frequencies?

- A - Daily, weekly, and monthly
- B - Length of contract
- C - Quarterly
- D - Annually

Answer: A, C, D

Question: 228

The Cost tax schedule can be assigned to which of the following transaction types in the cost category maintenance window?

- A - Timesheet
- B - Miscellaneous
- C - Purchases/Material
- D - Employee Expense

Answer: C, D

Question: 229

What Fee is exclusively for Cost Plus and Fixed Price Projects?

- A - Service Fee
- B - Special Fee
- C - Retainer Fee
- D - Retention Fee

Answer: D

Question: 230

How many billing cycles may be assigned to a project?

- A - 1
- B - 2
- C - 5
- D - Unlimited

Answer: D

Question: 231

Which of the following posting distributions are NOT available for Fixed Price or Cost Plus projects?

- A - Overhead
- B - Unbilled Project Revenue
- C - Billings in Excess of Earnings
- D - Unbilled Accounts Receivable

Answer: B, D

Question: 232

A separate revenue recognition transaction process is used to calculate earned revenue for which of the following project scenarios?

- A - Cost Plus, Fixed Price and Time & Materials service fees
- B - Cost Plus and Time & Materials
- C - Fixed Price and Time & Materials
- D - Only Time & Materials service fees

Answer: A

Question: 233

Why would the Retention Fee section of the Fee Entry window be unavailable?

- A - The Project has a status of estimate.
- B - The Project has a user defined status.
- C - The Billing Settings window for the Project has the Fees checkbox unmarked.
- D - The Project is configured as Time and Materials

Answer: D

Question: 234

In the PA Employee Options window when Files Employee Expense is marked and Allow Vendor for Purchase Order is unmarked which of the following is most true?

- A - Employee Expense transactions can be entered for the employee but, they will not post to Payables Management module.
- B - These boxes have no bearing on either transaction type.
- C - Employee Expense transactions can be entered for the employee, but Purchase Orders cannot be entered for the corresponding vendor.
- D - The employee will not have a vendor record established in Payables Management but, they can still enter employee expenses.

Answer: C

Question: 235

When the "Closed to Project Costs" box is marked for contract X which of the following statements is true?

- A - No cost transactions can be entered for any projects assigned to Contract X.
- B - No cost transactions can be entered for any contracts.
- C - Customer Adam Park may not close any projects.
- D - Cost transactions that were saved in a batch for Contract X cannot be posted.

Answer: A, D

Question: 236

If an organization is continually adding new employees to work on projects and would like to have them setup with billing rates that correlate to their role in the company, what would be the optimal method for assigning billing rates for Time and Materials projects?

- A - Assign billing rates on each budget
- B - Use a Position Rate Table
- C - Use an Employee Rate table
- D - Use a template with billing rates on each budget

Answer: B

Question: 237

When processing a billing cycle, you may print one invoice per _____

- A - Fee
- B - Project
- C - Contract
- D - Customer

Answer: B, C, D

Question: 238

In order to bill a Retention fee, what must the status of a project be?

- A - Open
- B - Closed
- C - Estimate
- D - Completed

Answer: D

Question: 239

A sequence number must be used for a timesheet transaction under which of the following conditions?

- A - Transaction for that reporting period has already been posted.
- B - Transaction with the same project number and reporting period has been entered.
- C - Transaction with the same Employee ID, transaction type, and project number has been entered.
- D - Transaction with the same Employee ID, transaction type, and reporting period has been entered.

Answer: D

Question: 240

Which transaction types allow a user to enter Begin and End times?

- A - Timesheets and Inventory Transfers
- B - Timesheets and Miscellaneous Logs
- C - Timesheets and Equipment Logs
- D - Employee Expenses and Equipment Logs

Answer: C

Question: 241

Which of the following is the best explanation for why transactions entered for Cost Plus or Fixed Price projects can NOT be set to non-billable?

- A - All transactions entered for Cost Plus and Fixed Price projects are always calculated as part of the percentage of completion.
- B - Cost Plus and Fixed Price projects cannot use the billing Rate profit type.
- C - Rate tables cannot be assigned to Cost Plus or Fixed Price projects.
- D - Time & Materials projects utilize percentage of completion to calculate earned revenues.

Answer: A

Question: 242

A transaction entered with a billing type of 'No Charge' will do which of the following?

- A - Be available for billing in the billing entry window.
- B - Decrease the accumulated actual cost of a project.
- C - Not be available for billing in the billing entry window.
- D - Will not be able to be reversed.

Answer: A

Question: 243

Which of the following is used to determine the percentage of completion for revenue recognition?

- A - Accounting Method
- B - Baseline
- C - Forecast
- D - Milestones

Answer: A, C

Question: 244

After billing a Retainer Fee, what other process must be done before the retainer can be applied to future billing invoices?

- A - Nothing
- B - Apply a payment to the retainer fee billing.
- C - Run Paid Transaction Removal.
- D - Assign another fee to the project.

Answer: B

Question: 245

Which of the following options would allow you to bill a portion of a cost transaction in the Time and Materials Billing window?

- A - Split
- B - Divide
- C - Separate
- D - Appropriate

Answer: A

Question: 246

Which transaction types in Project Accounting allow recurring batches?

- A - All transactions types.
- B - Timesheet and Employee Expense only.
- C - Timesheet, Employee Expense and Equipment Log.
- D - There are no recurring batches in Project Accounting.

Answer: D

Question: 247

Standard positive quantity Inventory Transfer transactions do which of the following?

- A - May burden the associated project with costs.
- B - May create a billable item for Time & Material billings.
- C - Can be used with Miscellaneous IDs.
- D - Will deplete the on-hand quantity if used with an Inventoried item.

Answer: A, B, D

Question: 248

Which of the following best describes how fees may appear on a printed invoice?

- A - Fees cannot be billed on an invoice.
- B - Invoiced through Service Management module.
- C - Billed using Sales Order Processing.
- D - Fees are printed separately from cost transactions.

Answer: D

Question: 249

Which of the following is a valid reason the Total Accrued Revenue field at the bottom of the Timesheet entry window would be zero?

- A - All projects entered on the timesheet are either Cost Plus or Fixed Price.
- B - The Billing Rate field was not added to the Timesheet entry window.
- C - All timesheet line items are set to 'N/B'.
- D - All projects have rate tables assigned and the employee profit type has a billing rate of \$50 an hour.

Answer: A, C

Question: 250

What is the billing type for transactions entered without a project number?

- A - Billable
- B - Standard
- C - No Charge
- D - Non-billable

Answer: D

Question: 251

When revenue is recognized based on the summation of values from multiple cost categories in a project, what are the earnings said to be?

- A - Complete
- B - Combined
- C - Augmented
- D - Segmented

Answer: B

Question: 252

Which of the following transaction types allow for Multicurrency transactions?

- A - Billing
- B - Inventory Transfer
- C - Employee Expenses
- D - Miscellaneous Logs

Answer: A, C, D

Question: 253

In order to transfer an inventory item to a project, which of the following statements must be true?

- A - The item must have quantities 'On-Hand'.
- B - An open purchase order must exist for this item.
- C - A backorder document exists for this item in Sales Order Processing.
- D - Item must be a serial or lot-numbered item.

Answer: A

Question: 254

If a transaction line item does NOT create a Work in Progress general ledger distribution when costs were entered and a valid account source exists, the project selected must be configured to use which accounting method?

- A - When Billed
- B - Effort-Expended
- C - Cost-to-Cost
- D - When Performed

Answer: D

Question: 255

When a Standard Purchase Order is entered in Project Accounting the cost will update the Committed Cost field in the Project Maintenance window. Which of the options below describes when the committed cost for that Purchase Order would be relieved?

- A - During Invoicing of the Purchase Order.
- B - During Receiving of the Purchase Order.
- C - During customer Billing of the Purchase Order.
- D - Never gets relieved.

Answer: B

Question: 256

Which account is used to recognize revenue on the income statement for a Fixed Price or Cost Plus project?

- A - Project Billings
- B - Project Revenue
- C - Unbilled Revenue
- D - Sales

Answer: B

Question: 257

Change Order numbering is tracked and controlled per_____

- A - Project
- B - Contract
- C - Company
- D - Install (global setting)

Answer: B

Question: 258

When overhead is assigned on the employee card and the cost category, which one will be used to calculate overhead if no rate table is used?

- A - Budget will always be used.
- B - Employee will override the cost category.
- C - Cost category will always be used.
- D - It depends on the source for unit cost (pay codes) in Timesheet setup.

Answer: D

Question: 259

Which of the following User Settings would allow the user to enter only their own timesheet transactions?

- A - All
- B - None
- C - Class
- D - Self

Answer: D

Question: 260

Overhead may be calculated on which of the following transaction types?

- A - Timesheets
- B - Equipment Logs
- C - Receiving Invoices
- D - Miscellaneous Logs

Answer: A, B, D

Question: 261

When is the Committed Cost amount updated for a project?

- A - Purchase order is saved.
- B - Purchase order is received.
- C - Purchase order is printed.
- D - Purchase order is completed.

Answer: C

Question: 262

When using a Cost Plus or Fixed Price project when is revenue actually recognized?

- A - When billings are posted.
- B - When costs are recorded.
- C - When a Revenue Recognition transaction is posted.
- D - When the budget is updated.

Answer: C

Question: 263

Project Accounting is integrated with which of the following modules?

- A - Payroll
- B - Payables Management
- C - Receivable Management
- D - Fixed Assets

Answer: A, B, C

Question: 264

Which of the following is NOT a valid fee type for Project Accounting?

- A - Project
- B - Add on
- C - Retainer
- D - Retention

Answer: B

Question: 265

Any single Cost Category can be assigned to how many transaction usage types?

- A - One
- B - Two
- C - Three
- D - Four

Answer: A

Question: 266

Which of the following is NOT a level in the project hierarchy?

- A - Phase
- B - Contract
- C - Customer
- D - Cost Category

Answer: A

Question: 267

Which of the following business objects are available in Smart List?

- A - Projects
- B - Contracts
- C - Cost Categories
- D - Change Orders

Answer: A, B, C

Question: 268

Which setup option may NOT be changed after transactions have been either saved in a batch or posted?

- A - Reporting period
- B - Next document number
- C - Default Profit Types from
- D - Default Billing Note from

Answer: A

Question: 269

Which of the following best describes the "On Account" amount for a project?

- A - Billed amount posted to the customer account.
- B - The remaining prepaid amount from the customer.
- C - Committed Costs from Purchase Orders.
- D - Amount remaining that the customer owes on a project.

Answer: B

Question: 270

Which of the following is NOT a type of transaction in Project Accounting?

- A - Timesheet
- B - Sales Invoice
- C - Inventory Transfer
- D - Employee Expense

Answer: B

Question: 271

Project Accounting can be used to perform which of the following activities in your business?

- A - Recognize revenue
- B - Enter point of sale transaction documents for customers.
- C - Track employee time and expenses incurred for a project.
- D - Compare and analyze baseline and forecasted values for a project.

Answer: A, C, D

Question: 272

Which types of projects can be tracked with Project Accounting?

- A - Cost Plus
- B - Fixed Price
- C - Time and Materials
- D - Open Ended

Answer: A, B, C

Question: 273

The Project Closing Edit List report displays information regarding?

- A - General Ledger accounts that will be posted once the closing transaction is processed.
- B - More detail about why certain Project Closing Checklist items are unmarked.
- C - The profitability of the project.
- D - A summary of all transactions associated with the project.

Answer: B

Question: 274

Which of the following statements is true regarding Project Accounting timesheets?

- A - To use Project Accounting you must process your Payroll through Great Plains.
- B - Project Accounting gives you the option of whether your timesheet entries will post to Payroll or not.
- C - If you are using Project and Payroll, all employees must use a pay code of hourly.
- D - When entering timesheet transaction in Project Accounting, all time must be related to a

project.

Answer: B

Question: 275

Which of the following is true regarding Batch Prefix setup?

- A - The batch prefix is user-defined during transaction entry.
- B - The batch prefix fields are required in the User Setup window.
- C - The batch prefix is created automatically during processing from Personal Data Keeper to Project Accounting.
- D - They are not used with Timesheet transactions.

Answer: B

Question: 276

Which of the following describes system security in Personal Data Keeper?

- A - You must have a system password and it must be access.
- B - A system password is optional in Personal Data Keeper.
- C - You must have a system password, but it does not have to be 'access'.
- D - There is no system password capability in Personal Data Keeper.

Answer: C

Question: 277

Which of the following could be a reason the template wizard icon is unavailable when creating a new timesheet?

- A - The user has not been configured to use timesheet templates.
- B - No timesheets have been submitted for this user before.
- C - Personal Data Keeper doesn't allow timesheets to be created through a template.
- D - Data entry on this timesheet has already begun.

Answer: A, D

Question: 278

The Personal Data Keeper Timesheet Wizard may perform which of the following procedures?

- A - Load data from a previously entered timesheet
- B - Load data from a template
- C - Load data from a 3rd party payroll system
- D - Scan data from a paper based timecard

Answer: A, B

Question: 279

What function(s) must be performed to ensure that active Personal Data Keeper transactions on the server are NOT edited or processed while the user is off line?

- A - Connect to the network and transfer all documents.
- B - Synchronize Offline folders and set active document status to remote.
- C - Log in to Project Accounting and import Personal Data Keeper transactions.
- D - Change status of each transaction to hared.

Answer: B

Question: 280

Which of the following would prevent a document from being processed to Project Accounting after the Process button is selected?

- A - All required approvals have not been completed prior to processing.
- B - The status of the project is On Hold within Project Accounting.
- C - The user processing the transactions is both a manager and an administrator.
- D - The status of the document was set to returned.

Answer: A, D

Question: 281

Under what conditions can the "Employee ID" be selected when entering a timesheet in Personal Data Keeper?

- A - It can be selected when entering a proxy timesheet.
- B - It can be selected if the user is a supervisor or manager.
- C - It can be selected as long as the user is working in connected mode.
- D - It cannot be selected.

Answer: A

Question: 282

What additional item(s) are added to the transaction drop-down list from the main menu in Personal Data Keeper when the user logged in is a Manager, Supervisor or Administrator?

- A - Timesheet Approvals and/or Expense Approvals
- B - Approval Entry
- C - Timesheet Batch Approval and/or Expense Batch Approvals
- D - Nothing is added to the drop-down list

Answer: A

Question: 283

Whether a transaction appears in the approvals window is determined primarily by which table field?

- A - PDK Document Status field of the transaction header table.
- B - The Employee ID field of the transaction header table.
- C - The Transaction Quantity field of the transaction line table.
- D - The User Type field of the PDK User Master table.

Answer: A

Question: 284

Information entered into the comment field in the Employee Expense Entry window will populate information into which of the following fields after posting to the General Ledger?

- A - Reference field
- B - Distribution Reference field
- C - Originating Master reference field
- D - Source document field

Answer: A

Question: 285

If a timesheet or expense report has the approval status set to overridden, what does it indicate?

- A - The employee overrode the decision of the supervisor.
- B - The document was approved using Administrative privileges.
- C - The manager overrode the decision of the supervisor.
- D - The timesheet was changed after initially being approved.

Answer: B

Question: 286

Which report would a supervisor or manager print to view the list of employees who have not submitted their timesheet for a particular reporting period?

- A - Missing Timesheet Report
- B - Print the list of employees attached to this supervisor/manager and manually highlight the employees missing.
- C - There is no way to view this information in the current version.
- D - Print the Timesheet History report for all employees for the specified period.

Answer: A

Question: 287

What are the user types available in the Personal Data Keeper User Setup window?

- A - Employee, Supervisor and Administrator
- B - Employee, Administrator and Manager
- C - Employee, Manager and Supervisor
- D - Employee, Administrator, Manager and Supervisor

Answer: C

Question: 288

Which of the following statements accurately represents a difference between Personal Data Keeper and Project Time and Expense for Business Portal?

- A - Only Personal Data Keeper uses web services to interface with SQL server.
- B - Project Time & Expense for Business Portal may be used to approve expenses but Personal Data Keeper cannot.
- C - Only Personal Data Keeper timesheets can be entered in a week based format.
- D - In Time & Expense for Business Portal employees must be assigned to a project before they can enter a timesheet for it.

Answer: D

Question: 289

Personal Data Keeper and Project Time and Expense for Business Portal are designed for users to enter which types of transactions?

- A - Timesheets only
- B - Timesheets and Employee Expenses
- C - Any Project Accounting transaction
- D - Timesheets and any purchasing type transaction

Answer: B

Question: 290

Which of the following best describes which projects are available during Project Employee Expense entry in Business Portal?

- A - The user's role in Business Portal dictates project availability.
- B - The User Setup window in Project Accounting determines the available projects.
- C - The Access List in Project Accounting determines the available projects.
- D - The employee status as it relates to the project determines which projects may be selected.

Answer: C

Question: 291

What is the maximum number of delegates that may be assigned to a single employee?

- A - Two
- B - As many as are in the class assigned to the user.
- C - One
- D - Unlimited

Answer: D

Question: 292

How is the user count defined in Personal Data Keeper?

- A - It is determined by the database server license.
- B - Each User ID is considered one license.
- C - Personal Data Keeper licenses are concurrent, not based on specific users.
- D - Great Plains user licenses transfer to Personal Data Keeper licenses.

Answer: B

Question: 293

In order to install Project Time and Expense for Business Portal, which of the following must be true?

- A - The installer must be a user in Great Plains.
- B - The installer must have administrator rights to the SQL server being used.
- C - The system must have registered Payroll applications.
- D - The installer must be a Microsoft Business Solutions master certified technician.

Answer: B

Question: 294

What do Administrator privileges allow a user to do?

- A - Perform inquiries on other users transactions.
- B - Set up new users in Personal Data Keeper.
- C - Override Manager or Supervisor settings for approvals.
- D - Enter a timesheet for another employee.

Answer: C

Question: 295

Which of the following statements best describes offline support in Personal Data Keeper?

- A - It uses the offline tables stored in the local Personal Data Keeper directory to store timesheets and expense reports.
- B - Creates timesheets and expense reports and saves them rather than submit them.
- C - Uses Personal Data Keeper without also having Project Accounting open.
- D - Uses Personal Data Keeper without selecting a project and cost category.

Answer: A

Question: 296

When using weekly timesheet reporting periods, which of the following is a true statement about Personal Data Keeper timesheets?

- A - If a timesheet transaction has been started using a certain timesheet layout it cannot be changed.
- B - A single timesheet entered in the weekly layout can be changed to ate-based but all billing notes A single timesheet entered in the weekly layout can be changed to ate-based but all billing notes will be lost.
- C - A single timesheet can be edited at any time using either the weekly or date-based layout.
- D - The layout can be changed during the timesheet approval process.

Answer: C

Question: 297

If the Administrator component is NOT selected during installation, which of the following will be unavailable?

- A - User/User Class Setup
- B - System registration
- C - Security options
- D - Timesheet approval

Answer: A, B, C

Question: 298

Which role is necessary in order to add or remove users in Business Portal for use with Project Time and Expense?

- A - Employee
- B - Manager
- C - Administrator
- D - Back Office user

Answer: C

Question: 299

What does it mean when the Administrator Approvals box is marked in either of the transaction approval windows in Personal Data Keeper?

- A - An Administrator is required to approve the transactions listed.
- B - The user has entered the approval window using Administrator privileges.
- C - The transactions listed have been approved by an Administrator already.
- D - Administrators can 'final approve' a transaction even if two approvals are required.

Answer: B