Exam : MB3-451

Title   : Great Plains 9.0 Report Writer

Ver   : 12.26.06

QUESTION 1

If you use the arrange tools and don't like the results, what needs to be done to return the fields to their prior positions?

A. Use the tile option on the Arrange tab
B. Click on the Arrange button on the Arrange tab before saving changes
C. Use the Undo option under Edit
D. Close the Layout window and don't save the changes

Answer: D

QUESTION 2

When testing a new report, which of the following processes can help speed up the printing time? Choose the 3 that apply.

A. Set Max Records to 50 to limit the amount of data printed while testing
B. Don't add a picture/graphic until you have fully tested the report
C. Create a user-defined sort rather than using a "key" sort
D. Use a "key" sort rather than a user defined sort when testing the report

Answer: A,B,D

QUESTION 3

When is the Reports.dic file created?

A. After Report Writer is accessed for the first time
B. After Report Writer is installed on the network or your machine
C. After inserting an original report into the modified report section of Report Writer
D. After Microsoft Dynamics GP is accessed for the first time

Answer: A

QUESTION 4

When creating a user-defined sort, what must you do to sort a field in descending order (45, 44, 43)?

A. Place the field in the page or report header sections of the report.
B. Sort the report by the key value for the table in which the field resides.
C. Click on the field in the Report Layout and choose sort descending as the field option.
D. Mark the Descending check box in the Sorting Definition window.

Answer: D

QUESTION 5

What is required if you want to change the color and fonts of fields on a report?

A. The report needs to be a graphical report
B. The report needs to be a secondary copy
C. The report needs to be a text report
D. The report needs to be a primary copy

Answer: A

QUESTION 6
Which of the following is an advantage of creating a "1 to 1" relationship rather than a "1 to Many" relationship?

A. No advantages exist
B. Data from both tables can be placed on a report layout
C. Most linking restrictions only apply to 1 to Many relationships
D. User defined sorts become possible

Answer: C

QUESTION 7
Calculated Fields placed in the footer section are automatically assigned what field type?

A. Sum
B. Concatenated
C. Data
D. Last Occurrence

Answer: D

QUESTION 8
Which of the following is the smallest unit of data stored in Microsoft Dynamics GP?

A. Fields
B. Records
C. Table Groups
D. Tables

Answer: A

QUESTION 9
What function and operator are used to remove extra spacing between fields and then join the fields together on a report? (i.e. city, state, zip) Choose the 2 that apply.

A. UCASE
B. STRIP
C. CAT
D. CONDENSE

Answer: B,C

QUESTION 10
Which of the following are constant types you can use when writing a restriction for
a report? Choose the 3 that apply.

A. Functions
B. Date
C. Currency
D. String

Answer: B,C,D

QUESTION 11
If you want to save a printed report to a file, which of the following file formats are
available? Choose the 3 that apply.

A. Package
B. HTML
C. Text
D. Tab-delimited

Answer: B,C,D

QUESTION 12
What Toolbox icon can be used to create columns on a report?

A. Column tool
B. Division tool
C. Divider tool
D. Text tool

Answer: C

QUESTION 13
When inserting multiple sorts, what can be done to insert the sorts in the correct
order? Choose the 2 that apply.

A. After inserting the first sort, highlight it and then insert the next sort
B. You must use additional headers
C. Arrange the sorts using the Arrange button

D. Insert the sorts in reverse order

Answer: A,D

QUESTION 14
What options do you have for each field when creating a user-defined sort? Choose
the 3 that apply.

A. The sort field will not be saved with the report, and will need to be defined each time
the report is printed.
B. The sort can ignore case (A is same as a).
C. The sort can incorporate any field from the tables linked to the report.
D. The sort can be set to sort in ascending or descending order.

Answer: B,C,D

QUESTION 15
Which of the following reason explains why a report cannot be printed from Report
Writer?

A. The report is pulling data from a transaction table.
B. The report is a secondary copy.
C. The report is a primary copy.
D. The report is pulling data from a temporary table.

Answer: D

QUESTION 16
Which report type allows you to change the main table on the report?

A. Primary
B. Original
C. Old
D. Secondary

Answer: D

QUESTION 17
Which table stores reports that have been modified in Report Writer?

A. Dynamics.set
B. Reports.dic
C. Pathnames.doc
D. Dynamics.dic

Answer: B

QUESTION 18

Which of the following statements are true about using pictures with your report?
Choose the 2 that apply.

A. The report will probably print slower with a graphic/picture.
B. A bitmap (.bmp) format file type can be used.
C. Pictures can only be placed in the report header area of the Layout.
D. Only one picture can be used per report.

Answer: A,B

QUESTION 19

What is the size limit on a picture file you want to place on a report in Report
Writer?

A. 32k
B. 64k
C. 2k
D. 16k

Answer: A

QUESTION 20

What type of link would be created if you are trying to establish a table relationship
and are able to match up all three fields of a secondary table's key to a primary
table?

A. 1 to 1 relationship
B. Many to Many relationship
C. Special relationship
D. No link would be created

Answer: A

QUESTION 21

How many users can access a Reports.dic table at the same time?

A. 2
B. Restricted by the number of user licenses purchased
C. 1
D. Unlimited number

Answer: C

QUESTION 22
What Field Type will print the contents exactly as they are stored in the field?

A. Data
B. Last Occurrence
C. First Occurrence Only
D. Count

Answer: A

QUESTION 23
When the divider tool is placed in the body on a Report Layout, what restriction is made on the placement of new report fields?

A. Fields cannot be added to the body unless the grid is turned on.
B. Fields cannot be added to the body after the divider tool is placed.
C. Fields cannot be added to the right of the divider tool.
D. Fields cannot be added to the left of the divider tool.

Answer: C

QUESTION 24
If you created 3 additional headers and footers for a report, what order (from top to bottom) would these sections appear on the layout window?

A. H1, H2, H3, F1, F2, F3
B. H1, H2, H3, F3, F2, F1
C. F1, F2, F3, H1, H2, H3
D. H3, H2, H1, F1, F2, F3

Answer: B

QUESTION 25
Which report type in Report Writer does not require you to define a report name?

A. Primary Report
B. Special Report
C. Secondary Report
D. Custom Report

Answer: A

QUESTION 26
How can you make sure that you are modifying the correct report in Report Writer? Choose the 2 that apply.

A. Use the name of the report on the drop down list when printing the report.
B. Use the title in the report header section.
C. Use the Ctrl + F9 keys to "transfer" to Report Writer and open the report layout automatically.
D. Use the title on the output bar for the report.

Answer: C,D

QUESTION 27
Which of the following sections appear as defaults on a new report? Choose the 2 that apply.

A. Body
B. Additional Footer
C. Additional Header
D. Page Header

Answer: A,D

QUESTION 28
When creating a restriction for a report, which of the following can be included in the expression? Choose the 3 that apply.

A. Table Fields
B. Constants
C. Sorts
D. Operators

Answer: A,B,D

QUESTION 29
What must be done if you want a user to have access to a secondary copy of a report you have just created?

A. Take away access to the original report first, then grant access to the secondary report
B. Nothing, access is automatically granted
C. Grant them access to the secondary report
D. Grant them access to the primary copy of the report

Answer: B

QUESTION 30
When planning a report, if a similar report does not exist, what type of report should be created in Report Writer?

A. Sample

B. Primary
C. Secondary
D. Custom

Answer: D

QUESTION 31

When creating your own table relationships, which of the following can you create?
Choose the 2 that apply.

A. New secondary tables
B. 1 to 1
C. 1 to Many
D. New primary tables

Answer: B,C

QUESTION 32

When creating a custom report, which of the following should be done first?

A. Table Linking
B. Additional Headers/Footers
C. User Defined Fields
D. Restrictions

Answer: A

QUESTION 33

The Table Descriptions window contains which of the following table names?
Choose the 3 that apply.

A. Physical name
B. Report Writer name
C. Display name
D. Technical name

Answer: A,C,D

QUESTION 34

Alphanumeric fields such as the Account Description field in General Ledger, are
stored as which type of field?

A. String
B. Integer
C. Date
D. Currency

Answer: A

QUESTION 35

Which type of report allows you to print a modified report in place of an original report?

A. Custom
B. New
C. Secondary
D. Primary

Answer: D

QUESTION 36

Which report section only appears at the bottom of the last page of a report?

A. Additional Header
B. Report Footer
C. Page Footer
D. Additional Footer

Answer: B

QUESTION 37

When should the Variable Characters per Inch option be checked on the Report Definition window?

A. A text report needs to be printed in compressed text.
B. It can only be used on formatted documents such as a check or an invoice.
C. A text report needs to be printed using multiple fonts.
D. A text report needs to be printed in standard text.

Answer: C

QUESTION 38

Which table stores original reports?

A. Dynamics.dic
B. Reports.dic
C. Dynamics.set
D. Reports.doc

Answer: A

QUESTION 39
How many primary copies of an original report can be made in Report Writer?

A. 2
B. 1
C. Unlimited
D. 3

Answer: B

QUESTION 40
Which button on the Report Writer window creates a primary copy of a report?

A. Insert
B. Duplicate
C. Copy
D. Print Definition

Answer: A

QUESTION 41
Which of the following tools are available on a text report? Choose the 2 that apply.

A. Divider Tool
B. Arrow Tool
C. Picture Tool
D. Line Tool

Answer: A,B

QUESTION 42
How many secondary copies of an original report can be created in Report Writer?

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

Answer: D

QUESTION 43
What is the function of the 'A' icon on the Toolbox window?

A. It allows you to place a table field on the report.
B. It allows you to rank the importance of the report.
C. It allows you to place a text field on the report.

D. It allows you to place a field in section A of the report.

Answer: C

QUESTION 44
Which of the following will allow you to select multiple fields on a Report Layout
window at the same time? Choose the 2 that apply.

A. Holding down the Shift key and selecting additional fields
B. Holding down the Space Bar and selecting additional fields
C. Holding down the Tab key and selecting additional fields
D. "Lasso" method

Answer: A,D

QUESTION 45
Which of the following Drawing Options are available on text reports?

A. Change the font on fields in the Page Header, Report Header, and Additional Header
areas only
B. Change the characters per inch of a field if Variable Characters/Inch is marked for the
report
C. Change the font style (bold) of a field in the body
D. Change the font color of a field in the body

Answer: B

QUESTION 46
Which table stores the locations of the dictionary files, including the dictionaries
used by Report Writer?

A. Reports.dic
B. Dynamics.dic
C. Pathnames.doc
D. Dynamics.set

Answer: D

QUESTION 47
Which of the following expression types are supported for creating user-defined
fields with Report Writer? Choose the 2 that apply.

A. Conditional
B. Fractional
C. Calculated
D. Boolean

Answer: A,C

QUESTION 48
When linking tables for a report in the Related Tables window, what does an asterisk next to a table denote?

A. The table has a "one to one" relationship with the selected table.
B. The table has a "one to many" relationship with the selected table.
C. The table cannot be linked to the selected table.
D. The table has multiple keys you can use to link to the selected table.

Answer: B

QUESTION 49
The Layout window in Report Writer is divided into very small graphic units called?

A. Bytes
B. Elements
C. Pixels
D. Bits

Answer: C

QUESTION 50
What is the easiest way to place the company name field on a report so that it automatically defaults to the company you are logged into?

A. Create a user-defined field for the company name
B. Create a legend field for the company name
C. Use the Global field, Company Name
D. Use the text tool and type the company name as a text field

Answer: C

QUESTION 51
What type of file does the customization process create when you export a report?

A. Text
B. HTML
C. Package
D. Visual Basic

Answer: C

QUESTION 52
What must be true in order to create a table relationship?

A. The tables must be a part of the same module.
B. The tables must be a part of the same series.
C. The tables must have a "common field".
D. The tables must have a 1 to 1 relationship.

Answer: C

QUESTION 53
Which of the following is a unique benefit of using a text report?

A. The ability to add pictures to the report.
B. Only text reports can replace original reports in Microsoft Dynamics GP.
C. It allows you to have additional headers and footers.
D. The report prints faster.

Answer: D

QUESTION 54
Which of the following statements is true about expressions for Calculated Fields in Report Writer?

A. Values must be placed in both the True and False case fields of a conditional expression.
B. A value should only be entered in the True case field of a conditional expression.
C. Calculated Fields can only be used on Custom reports, not on primary and secondary copies of original reports.
D. A Calculated Field can only be used for calculations and can't be placed in the layout of a report.

Answer: A

QUESTION 55
Which resource description window allows you to see what fields make up a "key"?

A. Window Descriptions
B. None
C. Field Descriptions
D. Table Descriptions

Answer: D

QUESTION 56
What Report Writer function is associated with the Using Key field?

A. Restrictions
B. Sorts
C. Copy
D. Calculated Fields

Answer: B

QUESTION 57
What is the function of the Using Key field?

A. Determines how the report will be sorted in the absence of a user-defined sort
B. Restricts the report to include records with the same key value
C. The report will always be sorted by the Using Key field
D. Restricts the report to include records with the key field defined

Answer: A

QUESTION 58
What is the main function of additional headers and footers?

A. To group related records together on a report.
B. To allow fields such as page numbers and report titles to be in separate header sections
on the report.
C. To allow you to have column headings on your report.
D. To have additional space for headings that normally would not fit on the page and
report headers.

Answer: A

QUESTION 59
What function can help align fields that are placed in the Report Layout?

A. Linking
B. Sort
C. Grid
D. Body

Answer: C

QUESTION 60
How is a field removed from the Report Layout?

A. Select the field and click on the Delete key
B. Select the field and click on the Shift key
C. Find the field on the toolbar, highlight it, and click on the Delete key

D. Select the field and click on the Ctrl key

Answer: A

QUESTION 61
Which text report options should be checked on the Report Definition window if you want to use more than one font on a report?

A. Best Text Fit
B. Variable Characters/Inch
C. 17 Characters/Inch
D. 10 Characters/Inch

Answer: B

QUESTION 62
How many consecutive "1 to Many" links can be made when creating a report?

A. 15
B. 5
C. 1
D. 0

Answer: B

QUESTION 63
Which of the following buttons create a secondary copy of a report? Choose the 2 that apply.

A. Validate
B. Duplicate
C. Insert
D. Copy

Answer: B,D

QUESTION 64
Which of the following types of relationships can be deleted using the Table Relationships window?

A. Any existing table relationships
B. Any user-defined table relationship
C. Any 1 to Many table relationships
D. Any 1 to 1 table relationships

Answer: B

QUESTION 65

If you want to place all elements of an array field on a report at once, what key should be pressed while you drag the field on to the Report Layout?

A. Control
B. Shift
C. Tab
D. Space Bar

Answer: A

QUESTION 66

What is the maximum number of tables that can be linked for a report?

A. 5
B. Unlimited
C. 15
D. 10

Answer: C