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Title: GP 9.0 Report Writer

Version: DEMO

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

A. The sort can ignore case (A is same as a).

B. The sort can be set to sort in ascending or descending order.

C. The sort can incorporate any field from the tables linked to the report.

D. The sort field will not be saved with the report, and will need to be defined each time the report is

printed.

Answer: ABC

2. How many secondary copies of an original report can be created in Report Writer?

A. 1

B. 2

C. 5

D. Unlimited

Answer: D

3. 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. "Lasso" method

B. Holding down the Space Bar and selecting additional fields

C. Holding down the Tab key and selecting additional fields

D. Holding down the Shift key and selecting additional fields

Answer: AD

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

A. Page Footer

B. Report Footer

C. Additional Footer

D. Additional Header

Answer: B

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5. 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
6. What Report Writer function is associated with the Using Key field?
A. Copy
B. Sorts
C. Restrictions
D. Calculated Fields
Answer: B
7. What Toolbox icon can be used to create columns on a report?
A. Column tool
B. Division tool
C. Text tool
D. Divider tool
Answer: D
8. 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. Sorts
C. Operators
D. Constants
Answer: ACD

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

- A. A text report needs to be printed in standard text. B. A text report needs to be printed in compressed text. C. A text report needs to be printed using multiple fonts. D. It can only be used on formatted documents such as a check or an invoice. Answer: C 10. Which of the following are constant types you can use when writing a restriction for a report? Choose the 3 that apply. A. Date B. Functions C. String D. Currency **Answer: ACD** 11. What is the function of the 'A' icon on the Toolbox window? A. It allows you to place a field in section A of the report. B. It allows you to place a text field on the report. C. It allows you to place a table field on the report. D. It allows you to rank the importance of the report. Answer: B 12. Which type of report allows you to print a modified report in place of an original report? A. Custom B. Secondary C. Primary D. New
- 13. Which report type allows you to change the main table on the report?
- A. Primary

Answer: C

B. Secondary
C. Old
D. Original
Answer: B
14. What is the main function of additional headers and footers?
A. To group related records together on a report.
B. To allow you to have column headings on your report.
C. To have additional space for headings that normally would not fit on the page and report headers.
D. To allow fields such as page numbers and report titles to be in separate header sections on the report.
Answer: A
15. Which table stores original reports?
A. Reports.dic
B. Dynamics.dic
C. Reports.doc
D. Dynamics.set
Answer: B
16. Which of the following buttons create a secondary copy of a report? Choose the 2 that apply.
A. Insert
B. Copy
C. Duplicate
D. Validate
Answer: BC
17. Which of the following reason explains why a report cannot be printed from Report Writer?
A. The report is a primary copy.
B. The report is a secondary copy.
C. The report is pulling data from a transaction table.

Answer: D
18. What is the size limit on a picture file you want to place on a report in Report Writer
A. 2k
B. 16k
C. 32k
D. 64k
Answer: C
19. Which table stores reports that have been modified in Report Writer?
A. Reports.dic
B. Dynamics.dic
C. Pathnames.doc
D. Dynamics.set
Answer: A
20. What is required if you want to change the color and fonts of fields on a report?
A. The report needs to be a text report
B. The report needs to be a graphical report
C. The report needs to be a primary copy
D. The report needs to be a secondary copy
Answer: B

D. The report is pulling data from a temporary table.