

Lotus Notes R4 CLP Principal Elective Exam Guide

Exams Covered in This Guide:

- **LotusScript in Notes for Advanced Developers**
- **Administrating Specialized Tasks for Domino 4.5**
- **Developing Domino Applications for the Web**
- **Domino Web Development and Administration**
- **Developing LotusScript Applications for SmartSuite Using 1-2-3 '97**
- **Domino Application Administration 4.6**
- **Domino Messaging: Coexistence and Migration Strategies**
- **Domino.Doc Applications and System Administration**
- **Supporting Domino and Notes R4**

Table of Contents

About This R4 Elective Exam Guide	2
CLP Notes Certification Designations	3
Preparing for the R4 Exams	5
Elective Exam Competencies Measured and Sample Questions	6
LotusScript in Notes for Advanced Developers Exam Competencies	6
LotusScript in Notes for Advanced Developers Exam Sample Questions	7
Administrating Specialized Tasks for Domino 4.5 Exam Competencies	9
Administrating Specialized Tasks for Domino 4.5 Exam Sample Questions	11
Developing Domino Applications for the Web Exam Competencies	12
Developing Domino Applications for the Web Exam Sample Questions	14
Domino Web Development and Administration Exam Competencies	16
Domino Web Development and Administration Exam Sample Questions	19
Developing LotusScript Applications for SmartSuite Using 1-2-3 '97 Exam Competencies	20
Developing LotusScript Applications for SmartSuite Using 1-2-3 '97 Exam Sample Questions	22
Domino Application Administration 4.6 Exam Competencies Measured	23
Domino Application Administration 4.6 Exam Sample Questions	25
Domino Messaging: Coexistence and Migration Strategies Exam Competencies Measured	26
Domino Messaging: Coexistence and Migration Strategies Exam Sample Questions	29
Domino.Doc Applications and System Administration Exam Competencies Measured	30
Domino.Doc Applications and System Administration Exam Sample Questions	32
Supporting Domino and Notes R4 Exam Competencies Measured	34
Supporting Domino and Notes R4 Exam Sample Questions	36
Registering for Exams	37
Professional Obligations	38
For More Information	39

About This R4 Elective Exam Guide

This guide is an exam guide for elective exams to move to the principal level status. An exam guide for the core exams to achieve CLP status is available separately.

The following is intended for individuals who are seeking Lotus® professional certification for **Lotus Notes R4** and are about to take a certification exam administered by Sylvan Prometric or CATGlobal Testing Centers. The information provided here is your tool for preparing for Certified Lotus Professional (CLP) exams. It is intended to help you understand the content and structure of the exams, so that you may effectively study and achieve your certification goals. A description of each exam as well as the full list of competencies measured in each exam is included.

CLP Notes Certification Designations

As a Certified Lotus Professional for Lotus Notes, you will be recognized by your customers and your peers for knowledge as a Notes expert with application-specific skills. We've included information on the full CLP program below for your reference.

CLP Application Developer

This program certifies developers responsible for building multiple Notes database applications that automate workflow between several departments. Specifically, accomplished individuals will have proven expertise in application architecture, application development, application security, and application documentation.

Certification as a **Principal Application Developer** is directed toward individuals responsible for building enterprise-wide solutions to business problems or responsible for supporting Domino and Notes. These individuals build upon their ability to create workflow and mail enabled applications by demonstrating an ability to expand business solutions in one or more of the following ways; expanding Notes solution capabilities through object oriented scripting, extending Notes solutions to the Web using Domino, or creating desktop solutions through object oriented scripting. Expertise in supporting Domino and Notes includes both client and server troubleshooting.

CLP System Administrator

For individuals experienced in Notes server install and configuration, server monitoring and statistics, server maintenance and operations, certification, managing multiple Notes domains and controlling Notes communications. The competencies measured include infrastructure, planning and design, server install and setup, system security, application security, and troubleshooting.

The **Principal System Administrator** has proven expertise in integrating additional product technology or services. As an example, these professionals can elect to specialize in either Domino 4.5, Domino.Doc or cc:Mail as that additional product and demonstrate expertise in system administration fundamentals. They can also elect to specialize in supporting Domino and Notes. For cc:Mail, this expertise would include post office installation, configuration, and daily user maintenance. For Domino 4.5, expertise would include calendaring and scheduling, MTAs and clustering/partitioning. For Domino.Doc, expertise would include installation, planning, support and customization. For supporting Domino and Notes, expertise would include both client and server troubleshooting.

The following denotes the exams required for each certification designation:

Lotus Certification Designations	Lotus Certification Exams
Certified Lotus Specialist (CLS)	Successfully pass one of the following exams: Application Development 1 System Administration 1 Domino Messaging Administration 4.6 Domino Web Development & Administration cc:Mail R6 System Administration 1 Developing LotusScript Applications for SmartSuite Using 1-2-3 '97
CLP Notes Application Developer	Successfully pass the following exams: Application Development 1 System Administration 1 or Domino Messaging Administration 4.6 Application Development 2
Lotus Certification Designations	Lotus Certification Exams

CLP Principal Notes Application Developer	Successfully pass the following exams: Application Development 1 System Administration 1 or Domino Messaging Administration 4.6 Application Development 2 Electives (one required from the following exams) LotusScript in Notes for Advanced Developers Developing Domino Applications for the Web (for Notes Developers) Developing LotusScript Applications for SmartSuite Using 1-2-3 '97 Domino Web Development & Administration Supporting Domino and Notes
CLP Notes System Administrator (for Notes R4.5 users)	Successfully pass the following exams: Application Development 1 System Administration 1 System Administration 2
CLP Notes System Administrator (for Notes R4.6 users)	Successfully pass the following exams: Application Development 1 Domino Messaging Administration 4.6 Domino Applications Administration 4.6
CLP Principal Notes System Administrator (for Notes R4.5 users)	Successfully pass the following exams: Application Development 1 System Administration 1 System Administration 2 Electives (one required from the following exams) Administrating Specialized Tasks for Domino 4.5 cc:Mail R6 System Administration 1 Domino Applications Administration 4.6 Domino.Doc Applications and System Administration Domino Messaging: Migration and Coexistence Strategies Supporting Domino and Notes
CLP Principal System Administrator (for Notes R4.6 users)	Successfully pass the following exams: Application Development 1 Domino Messaging Administration 4.6 Domino Applications Administration 4.6 Electives (one required from the following exams) cc:Mail R6 System Administration 1 Domino.Doc Applications and System Administration Domino Messaging: Migration and Coexistence Strategies
CLP Domino Messaging Administrator	Successfully pass the following exams: Domino Messaging Administration 4.6 Domino Messaging: Migration and Coexistence Strategies Show evidence of networking competency by earning or passing one of the following exams or certifications: Titles: IBM Certified Advanced Technical Expert - eNetwork Software MCSE (Microsoft Certified Systems Engineer) CNE (Certified Novell Engineer) Master CNE CNI (Certified Novell Instructor) Banyan CBS (Certified Banyan Specialist) Banyan CBE Exams: IBM exam #550: Networking Concepts Microsoft exam 70-058: Networking Essentials <u>Microsoft Exam 70-059 Internetworking with MS TCP/IP on NT 4.0</u>
CLP cc:Mail System Administrator	cc:Mail R6 System Administration 1 cc:Mail R6 System Administration 2

Preparing for the R4 Exams

Step 1: Determine what will be covered on the exam.

Review the exam competency listing which appears in this exam guide to see the complete listing of possible topics for the exam. Use this as your checklist to determine your weaknesses and areas to which you will want to focus more attention in your studies and preparation. The listing can be found here and can be located at Lotus' web page (www.lotus.com/certification).

Step 2: Get hands-on experience.

Actual hands-on experience is a critical component in preparing for the exam. Direct application of the skills learned cannot be substituted by any one other resource listed here. You must spend time using the product and applying the skills learned. The exam is looking to measure how well you know how to perform tasks, not how well you memorize features and functions.

Step 3: Make use of the Exam Preparation Chart

This chart provides the basic facts on what learning resources are available for each individual exam. You will find this chart at Lotus Education's web page (www.lotus.com/certification).

Step 4: Use a range of resources.

We recommend using a range of resources when preparing to take an exam. For instance, you may find that some topics covered on the exam are not covered in the instructor-led course and vice versa.

v Exam Guides: All exam guides can be found at www.lotus.com/certification.

v Practice Tests: Practice tests are more than sample questions. They provide you with an opportunity to test your expertise, determine weak areas, and point you to learning resources targeting those particular topics/questions in which you may be experiencing some difficulty. Self Test Software produces practice tests on Lotus exams. You can contact them at www.stsware.com.

v Lotus Authorized Courses: Are available worldwide at Lotus Authorized Education Centers. For a complete list of courses and authorized education centers, visit the Lotus Education web page at www.lotus.com/education.

v CBTs: Along with being used as an alternate learning style/tool, CBTs can supplement instructor-led training. CBTs allow you to focus on specific topic areas and you can return to them as often and whenever you need. Additional information can be found at The Education Store at www.lotus.com/education.

v On-line Learning: On occasion, additional on-line learning is made available, such as Learning Bytes on the Lotus web page. The exam preparation chart will point to any additional on-line learning resources available.

v Yellow Books and Study Guides: The official Lotus product documentation for Notes/Domino (Lotus Yellow Books) are considered by most to be the best Lotus Notes/Domino reference books on the market. These Yellow Books can be used to look up specific topic areas. Yellow books are available for purchase at the LotusStore located at www.lotus.com/store. A number of certification study guides are produced by independent publishers. You can find a list of books and ordering information at the Education Store at www.lotus.com/education.

Exam Number/Type: 190-273 -- Multiple Choice

Description:

Covers LotusScript in Notes material as it relates to these competency areas:

- { **Database Level Competencies**
- { **Document Level Competencies**
- { **Programming Concept Competencies**
- { **User Interface Competencies**
- { **Production/Architecture Issues**

Competencies Measured:

■ **Database Level Competencies**

- Establish connectivity. . .
 - within the databases
 - between Notes databases
 - among Notes/non-Notes databases
- Access session information
- Access DbDirectory information
- Create a database
- Delete a database
- Create a new replica database
- Access a database
- Set up ODBC connectivity

■ **Document Level Competencies**

- Establish relationships among documents
- Make response documents
- Create a document using methods and items
- Show a created view using the refresh method on NotesView
- Delete a document
- Create/delete items
- Create/delete rich text items
- Access documents through collections
 - Search for all documents in a database
 - Search for all documents in a view
 - Process a collection
 - Full Text Search a collection
 - Count a collection
- View documents through the User Interface
- Access all documents in a database
- Load the LSX module
- Create agents

- Create newsletters
- **Programming Concept Competencies**
 - Control. . .
 - Field events
 - Form events
 - Button events
 - Make use of scope
 - Solve problems using the following data structures:
 - Looping (Iterating)
 - Logic (Program flow)
 - Options (alternation/branching)
 - Functions/subroutines (branching)
 - Array processing
 - Option base
 - Declaration/initialization
 - Build error checking routines
 - Debug programming problems

- **User Interface Competencies**
 - Access documents using UIWorkspace
 - Access documents using UIDocument
 - Log to a Log file

- **Production/Architecture Issues**
 - Plan and architect problem solutions
 - Decide script programming design and implementation issues such as:
 - When to use/not use script
 - When to use form events versus field actions
 - When to use view columns versus fields
 - When to use interactive versus batch
 - When to use the front end/back end for. . .
 - getting data from databases
 - setting document contents
 - When to use in memory versus on disk structures
 - When to use gets versus loops
 - Enable server agents through script
 - Solve security issues through script
 - Decide script scope & source issues
 - Mark documents processed through script

LotusScript in Notes for Advanced Developers Exam Sample Questions

1. Competency Area: Database Level

Specific Objective: Delete a database

Question: Geraldine is creating a script which deletes a database. The script prompts the user for the location of the database to be deleted, then deletes it. What can she use in order to ensure the Notes Database object (db) is representing a database?

- A. The open property on the NotesDatabase object
- B. The Isopen property on the NotesDatabase object
- C. The createdate property on the NotesDatabase object
- D. The constructor sub (New) on the NotesDatabase object to open the database

Correct answer: B

2. Competency Area: Document Level

Specific Objective: Access documents; count a collection

Question: Amelia wants to determine how many documents are in a database. What can she use?

- A. The All property on the NotesDatabase class
- B. The Views property on the NotesDatabase class
- C. The AllDocuments method on the NotesDatabase class
- D. The AllDocuments property on the NotesDatabase class

Correct answer: D

3. Competency Area: Programming Concepts

Specific Objective: Debug programming problems

Question: Consider the following:

```

dim s as new NotesSession
dim db as NotesDatabase
set db=s.CurrentDatabase           Line 1
dim col as NotesDocumentCollection
dim fld as string
set col=db.AllDocuments           Line 2
dim doc as NotesDocument
set doc=col.GetFirstDocument      Line 3
fld=doc.form                       Line 4
messagebox fld

```

When this code is run, it returns the error message, type mismatch. Which line is causing the error?

- A. Line 1
- B. Line 2
- C. Line 3
- D. Line 4

Correct answer: D

4. Competency Area: User Interface

Specific Objective: Access documents using UIDocument

Question: Which UIDocument class property or method controls synchronizing the UIDocument with its document?

- A. AutoReload method
- B. AutoReload property
- C. AutoRefresh method
- D. AutoRefresh property

Correct answer: B

5. Competency Area: Production/Architecture Issues

Specific Objective: Solve security issues through script

Question: Adam has a database with no authors datatype fields. He is using Author access to facilitate security. In order to fix the problem, he wants to use an agent which converts the field Author to authors datatype. What should he do?

- A. Use the property Authors in the NotesItem class in the Author items, change it to true
- B. Use the NotesDocument object's extended class syntax to update the authors property
- C. Create a new field in the NotesDocument object using the extended class syntax, use the authors flag to indicate it is authors type
- D. Create a new instance of the NotesItem with the author as the special argument, copy the values in the current author field to this item

Correct answer: D

Administrating Specialized Tasks for Domino 4.5 Exam Competencies

Test Number/Type: 190-276 -- Multiple Choice

Description:

Covers Domino 4.5 material as it relates to these competency areas:

- { **Infrastructure Planning and Design**
- { **Install/Setup**
- { **Maintenance and Operations**
- { **System Security**
- { **Troubleshooting**

Competencies Measured:

■ ***Infrastructure Planning and Design***

- Plan and implement calendar and scheduling, including security procedures
- Plan and implement browsing capabilities on server or client
- Evaluate the resources needed for, design of, and implementation of clusters
- Plan and implement Message Transfer Agents (MTAs) into a Notes network
 - SMTP
 - cc:Mail

- Plan, design, and implement Web publishing, including security procedures
- Evaluate the impact of scheduled agents

■ *Install/Setup*

- Setup and configure calendar and scheduling
 - Create resources and site profiles
 - Configure for multiple servers and domains
- Setup
 - Automated client installations
 - Mobile corporate directories
 - Alternate mail clients
 - Alternate Web browsers
 - Alternate calendar clients
 - Client passwords
 - Integration with NT workstations
 - Upgrade licensing
- Setup and configure Web browser on server or client
- Setup and configure Web publisher on the server
- Setup Message Transfer Agents (MTAs)
- Install and configure cc:Mail to Notes mail migration tools
- Setup and install a server that performs a specific function (e.g. hub, Web publisher, pass-through)

■ *Maintenance and Operations*

- Monitor and reconfigure Notes to maximize performance based on hardware and OS
- Maintain and monitor clusters
- Maintain and monitor Message Transfer Agents (MTAs)
- Maintain and monitor calendar and scheduling
- Monitor using administration capabilities. . .
 - to delete user mail files
 - to control Password expiration
 - via Stat Rep tools
 - via database management tools from a single location (reset ACLs, create replicas compact databases on single or multiple servers)
- Maintain and monitor databases that are published on the Web
 - Controlling database access
 - Controlling database size
 - Monitoring the cache cycle
 - Controlling cache size

■ *System Security*

- Maintain secure internet access by. . .
 - Implementing Secure Socket Layer (SSL)
 - Implementing Execution Control Lists (ECLs)
 - Implementing firewalls using Notes
 - Maintaining the Admin document in the Web browser
- Maintain and control access to calendar and scheduling, including sharing of calendars
- Implement and maintain client security by. . .
 - Maintaining passwords
 - Maintaining Execution Control Lists (ECLs)

■ **Troubleshooting**

- Troubleshoot calendar and scheduling
 - Freetime database problems using a server console command
 - Remote user problems
 - Problems over the internet
 - Resource database problems
 - Scheduling agent problems
 - User problems in different domains
 - User problems in different mail systems
 - Delegation profile problems
- Troubleshoot cluster problems
- Troubleshoot Web. . .
 - Browser support problems
 - Proxy server problems
 - URL problems
 - Firewall problems
 - Alternate browser problems
- Troubleshoot Message Transfer Agents (MTAs)
 - Message queued and not sent problems
 - Tuning parameters
 - Routing between different MTA problems (e.g. Notes to cc:Mail, Notes to SMTP)
 - Address conversion problems
 - Directory conversion problems
 - Message conversion problems
- Troubleshoot using NT's event monitor
- Troubleshoot selective field level replication

Administrating Specialized Tasks for Domino 4.5 Exam Sample Questions

1. Competency Area: Infrastructure and Planning

Specific Objective: Evaluate the resources needed for, design of, and implementation of clusters

Question: Johann is planning to cluster three Domino servers and wants to keep all database replicas synchronized. What type of replication should he use?

- A. Push only
- B. Pull only
- C. Pull-push
- D. None

Correct answer: D

2. Competency Area: Install/Setup

Specific Objective: Setup and configure web browser on server or client

Question: Sarah is setting up a Domino server and wants to make it available to the Worldwide Web at server start up. What does she need to do?

- A. Delete "ServerTask=Web" line in NOTES.INI

- B. Add "ServerTask=WebPub" line in NOTES.INI
- C. Add "ServerTask=HTTP" line in NOTES.INI
- D. Nothing

Correct Answer: C

3. Competency Area: System Security

Specific Objective: Maintaining Execution Control Lists (ECLs)

Question: Juan wants to update the ECLs for all clients. He updated the Administration ECL. What else does he need to do?

- A. Schedule an ECL Update in the administration requests database for all users.
- B. Send a memo to all users instructing them to replicate with their home server.
- C. Send a memo to all users with a button containing the command
@RefreshECL (""; "")

Correct Answer: C

4. Competency Area: Troubleshooting

Specific Objective: Troubleshoot calendar and scheduling

Question: Joachim is trying to schedule a specific room for a meeting, but that room does not appear on the list. Which is a probable cause of the problem?

- A. Capacity indicated does not meet the capacity of the resource
- B. Calendar task on the server cannot locate the Resource Database
- C. Time selected is in the "available times" list
- D. Room is not booked

Correct Answer: A

Developing Domino Applications for the Web Exam Competencies

Test Number/Type: 190-278 -- Multiple Choice

Description:

Covers Domino 4.5 Applications as they relate to these competency areas:

- { Building and Securing a Domino Application
- { Formatting a Domino Application
- { Navigating a Domino Application
- { Planning, Publishing and Maintaining a Web Site

Competencies Measured:

■ ***Building and Securing a Domino Application***

- Create applications using. . .**
 - \$\$Return field
 - no script
 - buttons (Submit only)
 - actions
 - CGI, Java, HTML in forms
 - @formulas, commands (no @DB, no simple actions)
 - agents
 - keyword fields
 - layout regions
 - hide-when/sections
 - \$Roles=\$\$Webuser
 - @URLs
 - Hotspots
- Modify About document**
- Secure applications through. . .**
 - Secure Socket Layer (SSL)
 - challenging
 - anonymous groups
 - ACL settings
 - field level encryption

■ ***Formatting a Domino Application***

- Establishing fonts**
- Create tables**
- Create views using. . .**
 - twisties
 - links
- Create bullets/styles**
- Establish colors**
- Use HTML code**
- Create attachments**

■ ***Navigating a Domino Application***

- Navigating a Web Site through. . .**
 - standard views
 - actions on forms/views
 - links (database, view, navigator, document)
 - ?commands, #commands

■ **Planning, Publishing, and Maintaining a Web Site**

- Plan for a home page**
- Launch from HTML**
- Launch from a database view**
- Launch from an About document**
- Launch from main navigator**
- Decide what to use. . .**
 - WebPub
 - HTTP
- Set up a server to publish a Web Site**
- Enable HTTP process on the server**
- Enable HTTP on the server document**
- Set up HTTP Web users**
- Enable Secure Socket Layer (SSL)**
- Rework existing Web Sites**
- Maintain Web Site using. . .**
 - CGI
 - HTML
 - Images
 - Java Applets

Developing Domino Applications for the Web Exam Sample Questions

1. Competency Area: Planning a Web Site

Specific Objective: Decide what to use. . .HTTP

Question: Using Domino, Igor published a Notes database to the Web. Which option best describes what he did?

- A. He took a Notes database and duplicated it in a series of HTML files.
- B. He made a Notes database available to Web clients as a Notes database.
- C. He made a Notes database available to Web clients as an HTML document.
- D. He made a Notes database available to both Notes clients and Web clients in the same format.

Correct answer: C

2. Competency Area: Building a Domino Application

Specific Objective: Creating Forms

Question: Paul created a form within a Notes application. To insure that everyone could view that form, he enabled the store form with document attribute. How did this form work on a Web client?

- A. Store form in document is not supported. Documents created with this form can not be read.

- B. Store form in document is supported in read mode only. Documents created with this form cannot be edited.
- C. Store form in document is supported in edit mode only. Documents created with this form need to open into edit mode.
- D. Store form in document is supported in both read and edit mode. Documents created with this form can be both read and edited.

Correct answer: B

3. Competency Area: Formatting a Domino application

Specific Objective: Create tables

Question: Pablo wants to create a table for use on the Web client. He wants the table to have a border in the first cell only. What can he do?

- A. He can hard code a border using HTML.
- B. Nothing, cell borders are not supported on Web clients.
- C. Nothing, the first cell controls the border for the entire table.
- D. He can reset the first cell to have a border, then turn off the border on the other cells.

Correct answer: C

4. Competency Area: Navigating a Domino Application

Specific Objective: Navigate a web site through links (database, view, navigator, document)

Question: Pearl wrote the following formula to create a link to another Web site:

@URLOpen("http://www.freelance.lotus.com")

How can she change the formula to force a refresh of the page, even if the page doesn't exist?

- A. Change the formula to:@URLOpen ("http://www.freelance.lotus.com";1)
- B. Change the formula to:@URLOpen ("http://www.freelance.lotus.com";[1])
- C. Change the formula to:@URLOpen ("http://www.freelance.lotus.com";refresh)
- D. The current formula refreshes the page by default.

Correct Answer: A

5. Competency Area: Securing a Domino Application

Specific Objective: Secure applications through field level encryption

Question: Ben is creating new documents for a web-based database. He would like to incorporate Encrypted Fields, Signed Fields, and Edit Access to Use Fields. Which feature does not work on the Web?

- A. Signed Fields
- B. Encrypted Fields
- C. Edit Access to User Fields
- D. Each feature works as intended

Correct answer: B

Domino Web Development and Administration Exam Competencies

Test Number/Type: 190-281 -- Multiple Choice

Description:

Covers Domino Web Development material as it relates to these four competency areas:

- ◆ **Planning**
- ◆ **Installing, Setting Up. and Rolling Out**
- ◆ **Developing**
- ◆ **Maintaining**

Competencies Measured:

■ **Planning**

- Determining Web objectives
 - Architect a site
 - ✓ determine Categories
 - ✓ determine Mappings
 - ✓ determine Links
 - ✓ determine layout
 - ✓ determine directory structure
 - Site Orientation
 - ✓ determine merchant/informational orientation
 - ✓ define audience
 - Create written procedures and authorization materials
 - Determine functionality
 - ✓ Domino, Web, or both
- Determining platform infrastructure
 - Determine Hardware needs
 - Determine Software needs
 - Determine Connectivity needs
 - Plan to meet traffic needs
- Determining Security structure and needs
 - Planning security
 - ✓ determining levels of security ...
 - ⊕ network level
 - ⊕ server level
 - ⊕ database level
 - ⊕ form level
 - ⊕ view level
 - ⊕ document level
 - ⊕ field level
 - encryption
 - ✓ determining people, role, group security
 - ✓ determining password security
 - ✓ determining Secure Socket Layer (SSL) security
- Determining legal issues
 - Placing proper Legal notices on Web site
 - Displaying proper copyright notices
 - Notifying of proper graphics rights
- Determining functionality and standards
 - Planning full text Indexing

- Determine content needs
 - ✓ graphics
 - ✓ non-graphic alternatives
 - ✓ Form/Frame
- Screen resolution
- CGI Script Evaluation
- Planning where captured data goes
- Optimizing download time
- Set site navigation standards in terms of clarity and speed
- Case sensitivity in file names

■ ***Installing, Setting Up, and Rolling Out***

- Install domino
- Setting up external data connectivity
 - ODBC
- Rolling Out
 - Putting it on FTP
 - Other
- Implement site directory structure
- Setting up full text indexing
- Setting up the site
 - Acquire IP addressing
 - Register DN
 - Testing connectivity with known internet site
- Setting up hosting capabilities
 - Setting up domain
 - Setting up server names
 - Filling out the server document
 - ✓ extensions
 - ✓ languages
 - ✓ connection times/servers
 - ✓ configure HTTP server settings
 - Setting up server loading
 - Setting up connection speed
 - Setting up Multi host sites
- Setting up connectivity
- Setting up the Address Book
 - Setting up the mechanism to capture HTTP user names
 - Setting up automatic registration of users
 - Setting up fire walls for the rest of your Notes/Domino network
 - Configure system security

■ ***Developing***

- Designing/Creating web site elements
 - Designing/Creating forms for Input
 - ✓ using appropriate color
 - ✓ using appropriate fonts
 - Designing/Creating forms for Web display
 - ✓ creating special domino field
 - ⊕ viewbody
 - ⊕ viewTemplate

- ✓ incorporating internet specific formulas
 - ⊕ @OpenURL, etc.
- ✓ incorporating domino HTTP
 - ⊕ opening views
- ✓ code using domino compatible language
 - ⊕ Java Applets
 - ⊕ formula language
- ✓ code using HTML
 - ⊕ tags
 - ⊕ basics
 - ⊕ formats
 - ⊕ file conversions
- ✓ setting Interactively through
 - ⊕ scripts
 - ⊕ forms
- Designing/Creating Views
 - ✓ adding views to forms
- Designing/Creating repeating themes
 - ✓ creating navigators
 - ⊕ Add navigators to form
 - ✓ creating logos
 - ✓ creating contact information
 - ✓ incorporating colors
- Designing/Creating graphics
 - ✓ designing for Domino compatible
 - ✓ designing within size specifications
 - ⊕ Keep graphic size down
 - ✓ incorporating Colors
 - ✓ designing according to Optimal Download times
 - ✓ designing Background
 - ✓ designing for animation
 - ✓ style
 - ✓ designing for Sound
 - ✓ designing for Movies
 - ✓ creating forms and frames
- Linking and accessing other data sources
 - ✓ URL's
 - ✓ ODBC
 - ✓ CGI Scripts
- Developing security
 - Creating roles
 - Create maximum browser access
- Test using multiple browsers
 - Netscape
 - Microsoft Internet Browser

■ **Maintaining**

- Updating
 - Design
 - ✓ pages
 - Data
 - Using domcfg.nsf

- Relocating site
- Tracking traffic
 - Page usage
 - Browser usage
 - Repeat visits
- Maintaining full text search indexes
- Stopping and starting the Web server
- Backing up the site
 - Backing up stored data
 - ✓ user input

Domino Web Development and Administration Exam Sample Questions

1. Competency Area: Maintaining

Specific Objective: Updating Data

Question: Igor has an application that allows browsers to access current pricing information on his web site. Some of his prices fluctuate from day to day. He and others in his company would like to be able to keep the prices updated regularly. How can he keep his prices current?

- A. Set an HTML reference to the new data
- B. Edit the data in the production database
- C. Write the data separately and refresh the design
- D. Edit the data off line and copy the application over the old one

Correct answer: B

2. Competency Area: Developing

Specific Objective: Designing/Creating forms for Input using appropriate fonts

Question: Diane wants a column of numbers to appear aligned on a Domino web page. What will she use to accomplish this?

- A. Tabs
- B. Full justification
- C. A non-proportional font
- D. The only way to do this is by using a table

Correct answer: C

3. Competency Area: Planning

Specific Objective: Determining Web Objectives; Determine Directory Structure

Question: Alan is planning a Domino/Notes site for a travel company. Given that this company has membership, he would like to offer the following services:

1. A home page to identify the intent of the site and the company
2. An area representing travel destinations

3. An area representing travel destinations which are posted by the members of the site

All people visiting the site should be able to see the travel destinations and home page. Only people who are members should be able to submit and see destinations they recommend. How should he construct the site?

- A. Use one database to represent the entire site
- B. Use one database to represent the home page; use HTML to represent the rest of the site
- C. Use a database to represent the home page, and one database to represent the rest of the site
- D. Use one database to represent the home page and the destinations all can see, and one database for the rest of the site

Correct answer: D

4. Competency Area: Installing, Setting Up, and Rolling Out

Specific Objective: Filling Out the Server Document

Question: Franz has enabled logging for his server. He notices that only the IP addresses are logged. He would like the DNS addresses, if available, to be logged also. What does he do?

- A. Use the Log DNS setting
- B. Use the Access Log setting
- C. Use the DNS lookup setting
- D. Use the TCPIP log status setting

Correct answer: C

Developing LotusScript Applications for SmartSuite Using 1-2-3 '97 Exam Competencies

Exam Number/Type: 190-291 -- Multiple Choice

Description:

Covers SmartSuite Applications as they relate to these four competency areas:

- ◆ **Coding/Modifying Applications**
- ◆ **Integrating code with the GUI**
- ◆ **Managing Applications**
- ◆ **Troubleshooting Applications**

Competencies Measured:

■ *Coding/Modifying Applications*

- Record a script
- Initiate communication with another application
 - Create an OLE automation script
 - Create a script that sends e-mail
- Script (Code) applications based on the object model
 - Use Lotus Objects to build applications
 - ✓ write script (Code) to reference objects
 - ⊕ using WITH/ENDWITH
 - ⊕ using Leading Dot Notation
 - ⊕ using Selecting By Name [bracket notation]
 - ✓ write script to use various Classes
 - ⊕ collection classes
 - Write code which iterates through a collection
 - FORALL/END FOR ALL
 - ⊕ abstract classes
 - ⊕ concrete classes
 - ✓ write script (code) to set properties
 - ✓ write script (code) to change properties
 - ✓ write script (code) to get properties
 - ✓ write script (code) to invoke methods
 - ⊕ write script (code) to make use of inheritance
 - ⊕ write script (code) to make use of containment
 - Create new objects
 - ✓ version objects
 - Use objects and classes appropriately
 - Write scripts that control application flow
 - ✓ attach scripts to events
 - ⊕ create Open events
 - insert code
 - add a menu
 - ⊕ create PreSave events
 - ⊕ create PostSave events
 - remove a menu
 - ⊕ create PreClose events
 - remove a menu
 - ⊕ create PostClose events
 - ✓ control flow through Selected /Deselected events
 - ✓ CellValueChanged events
 - ✓ write scripts using branching flow controls
 - ⊕ IF_THEN_ELSE
 - ⊕ SELECT_CASE
 - ✓ write code that loops
 - ⊕ FOR/END FOR
- Use the IDE to create scripts
 - Access IDE help
 - ✓ navigate IDE help
 - ⊕ use class browser

- Create scripts from IDE help
 - ✓ copy and Paste from LScript help
- Run a script
 - ✓ using Run
 - ✓ from IDE
- Debug a script using the Debugger
- Create a script and globalize using the Autodirectory
 - ✓ set to execute when open
- Executes an application upon opening worksheet
- Import script using %Include (lconst.lss)
- Create custom @Functions
- Add comments to a script
- Save a script
- Create script that does error checking

■ ***Integrating code with the GUI***

- Attach a script to an Icon
 - Attach scripts to a custom menu
 - Attach a script to the action menu
 - Attach a script to a button
 - Control events through Selected /Deselected events
 - Create custom menu for an application
 - Add/remove items from an existing menu
 - Add/remove entire menu
 - Create custom menu bar
 - Restore default menu bar
 - Create custom dialog box
 - Create an input box
 - Create yes/no message boxes

■ ***Managing Applications***

- Export scripts as an LSS/LSO
- Create a script and globalize it using the autodirectory

■ ***Troubleshooting Applications***

- Run a script from IDE
- Debug a script using the Debugger
 - ✓ set/remove break points

Developing LotusScript Applications for SmartSuite Using 1-2-3 '97 Exam Sample Questions

1. Competency Area: Coding/Modifying Applications

Specific Objective: Record a Script

Question: Felix started the recorder and performed a series of keystrokes. When he looked at the script, he noticed that 1-2-3 did not record one command. What is a possible reason?

A. The IDE was not open
B. A key was struck twice
C. A breakpoint was set in the script which stopped the recording
D. A classic command was keyed which had no 1-2-3 '97 equivalence

Correct answer: D

2. Competency Area: Integrate Code with the GUI

Specific Objective: Attach a Script to an Icon

Question: Edward is creating a new SmartIcon, to which he will attach a script. Which can he NOT do for the SmartIcon?

A. Copy the bitmap of an existing icon and edit it
B. Start with a blank icon and create his own bitmap
C. Copy a bitmap from another application and paste it onto a blank icon
D. Copy a SmartIcon from another application and attach it to the SmartIcon bar

Correct Answer: D

3. Competency Area: Troubleshooting Applications

Specific Objective: Set Break Points

Question: How can Karen set a breakpoint on a statement which continues over several lines?

A. This cannot be done
B. Set the breakpoint on the last line
C. Set the breakpoint on the first line
D. The breakpoint can be set anywhere in the statement

Correct Answer: B

Domino Application Administration 4.6 Exam Competencies Measured

Exam Number/Type: 190-312 -- Multiple Choice

Description:

There are four basic competency areas measured by the Domino Applications Administration 4.6 certification exam.

- ◆ **Monitoring and Performance Tuning Databases**
- ◆ **Monitoring and Performance Tuning the Domino Server**
- ◆ **Setting up the Domino Environment**
- ◆ **Troubleshooting Databases and Servers**

Competencies Measured:

■ **Monitoring and Performance Tuning Databases**

- Configuring Image Rendering
- Controlling Access to a Database
- Controlling database sizes
- Creating A Domino Web Server Configuration Database
- Creating Replica Copies of Notes Databases
- Data Logging
- Getting information about Domino
- GIF and JPEG
- Maintaining External Graphics
- Making Files Accessible from a Browser
- Mapping a Domino Directory to a New Location
- Mapping a URL to a New Location
- Moving Web Files to a Domino Server
- Non-Scheduled Replicating
- Redirecting a URL
- Replicating Databases Across Your Network
- Replicating
- Securing Data using Encryption and Signing
- Signing the Application
- Tuning graphics settings
- Using Domino Logging
- Using groups to manage access
- Using the Administration Process to Create Replica Databases

■ **Monitoring and Performance Tuning the Domino Server**

- Configuring cache settings
- Configuring Image Rendering
- GIF and JPEG
- Maintaining the Cache
- Scheduling replication
- Tuning Timeout Settings

■ **Setting up the Domino Environment**

- Accessing a secure web site from a browser
- Becoming a certifying authority
- Certifying Authorities
- Choosing Web Server Security Measures
- Components of the Domino Environment
- Configure Multiple sites on a single server
- Configuring internet ports
- Configuring the Domino Web environment
- Configuring the HTTP server
- Configuring the Registration Database
- Controlling Access to Individual Databases
- Controlling newsgroups
 - Controlling server access
 - Creating private newsgroups
 - Enabling SSL on your server

- Enabling SSL on your server
- Integrating Domino with the Web
- Maintaining newsgroups
- NNTP Server Task
- Participating in internet newsgroups
- Remapping and Redirecting Directories and URLs
- Securing servers and databases
- Securing the Domino environment
- Securing using SSL
- Serving Multiple Sites
- Setting up a server to Run Under SSL
- Setting up clients
- Setting up internet addressing
- Setting Up SSL on a Server Within an Intranet
- Setting up the Domino server for internet access
- Storing internet addresses
- Testing connectivity
- Troubleshooting network path problems
- Troubleshooting server side conflicts
- Using Domino Security
- Verifying network operability (TCP/IP, SPX, NetB

■ **Troubleshooting Databases and Servers**

- Troubleshooting

Domino Application Administration 4.6 Exam Sample Questions

1. Competency Area: Monitoring and Performance Tuning Databases

Specific Objective: Replicating

Question : Cindy is designing a server-to-server replication schedule for her company. She has decided that she will have a central hub server that will control all replications and do all of the work. Which type of replication does she implement?

- A. PULL - PUSH
- B. PUSH - PUSH
- C. REPLICATE
- D. PULL - PULL

Correct answer: A

2. Competency Area: Setting up the Domino Environment

Specific Objective: Securing Servers and Databases

Question: Janet is a the Domino administrator. What can she do to ensure that only Web users access ServerA/OU1AO given the following conditions?

1. ServerA/OU1A/ORG is being accessed by both Web and Notes clients.
 2. Web clients are in the group "Web Users",
 3. Notes clients are in the group "Corporate Users".
-
- A. Recertify ServerA/OU1A/ORG using a different OU certifier
 - B. Remove all Person documents from the Public Address Book on ServerA/OU1A/ORG
 - C. Change the Deny Access group in the Server document to add Corporate Users
 - D. Change the Allow Access group in the Server document to remove Corporate Users

Correct answer: D

3. Competency Area: Troubleshooting Databases and Servers

Specific Objective: Troubleshooting

Question: Robert has discovered that the IP address of his Domino site was entered incorrectly. Where should he go to edit this?

- A. The IP Number field in the Internet document
- B. The TCP/IP setting in the Connection document
- C. The HTTP Server section of the Server document
- D. The Network Configuration section of the Server document

Correct answer: D

Domino Messaging: Coexistence and Migration Strategies Exam Competencies Measured

Exam Number/Type: 190-313 -- Multiple Choice

Description:

There are four basic competency areas measured by the Domino Messaging: Coexistence and Migration Strategies certification exam:

- ◆ **Coexistence/Migration Maintenance**
- ◆ **Coexistence Implementation**
- ◆ **Designing Coexistence**
- ◆ **Migration Planning**

Competencies Measured:

■ Coexistence/Migration Maintenance

- Act on trouble tickets
- Change a user account
- Create a new user account
- Create an alias
- Execute backout plan
- Implement and verify change
- Implement problem escalation system
- Maintain a mixed messaging environment
- Monitor the migration/coexistence process
- Monitor/Identify and fix Calendaring and Scheduling problems
- Monitor/Identify and fix connectivity problems
- Monitor/Identify and fix directory problems
- Monitor/Identify and fix mail delivery problems
- Move a user account
- Optimize mixed messaging performance
- Perform backup
- Perform changes
- Propagate local and external directory updates
- Resolve infrastructure system problems
- Script and enable automated backups
- Test successful transmission of mail via all mail systems
- Track messages
- Update directories
- Upgrade migration tools

■ Coexistence Implementation

- Implement a mixed messaging environment
- Implement Calendaring and Scheduling
- Implement coexistence security (X509 certificates)
- Install Calendaring coexistence tools
- Install ORG2.X coexistence tools
- Install/Configure cc:mail MTAs
- Install/Configure SMTP/MIME MTAs
- Install/Configure X.400 MTAs
- Install/Setup a mixed message service level metrics system
- Install/Setup Domino FAX (DFS)
- Install/Setup gateways/servers, etc.
- Install/Setup mail management tools using Tivoli
- Install/Setup mail management tools: Notes View
- Install/Setup V-Bridge NT for Notes gateway (Banyan to Notes) gateway
- Install/Setup X.400 gateway
- Setup mail coexistence between Domino and cc:Mail
- Setup mail coexistence between Domino and Groupware
- Setup mail coexistence between Domino and daVinci
- Setup mail coexistence between Domino and Exchange
- Setup mail coexistence between Domino and MSMail

- Setup mail coexistence between Domino and POP3/IMAP4
- Setup mail coexistence between Domino and Quickmail
- Setup mail coexistence between Domino and Vmail (Beyond Mail)

■ Designing Coexistence

- Design a coexistence strategy based on Browser internet technology
- Design a coexistence strategy based on IMAP4 internet technology
- Design a coexistence strategy based on IMIP internet technology
- Design a coexistence strategy based on POP3 internet technology
- Design a coexistence strategy based on proprietary cc:Mail MTA
- Design a coexistence strategy based on proprietary SMTP/MIME MTA
- Design a coexistence strategy based on proprietary X.400 MTA
- Design a coexistence strategy based on sendmail internet technology
- Design a coexistence strategy based on SMTP internet technology
- Design a coexistence strategy based on the LDAP internet directory tool
- Design a coexistence strategy based on the DNS internet directory tool
- Design a coexistence strategy based on the IPX/SPX network protocols
- Design a coexistence strategy based on the SMTP messaging protocols
- Design a coexistence strategy based on the TCP/IP network protocols
- Design a coexistence strategy based on the x.400 messaging protocol
- Design a coexistence strategy based on UUCP internet technology
- Design a mixed message service level metrics system
- Design a mixed messaging environment
- Design mixed messaging topology
- Select gateways/MTAs

■ Migration Planning

- Automatically/Manually create new user accounts in new mail system
- Automatically/Manually move user mail account to new system
- Backup/Archive existing mail accounts
- Cleanup/Retire legacy systems after migration plan
- Confirm new directory information for mail accounts
- Create, test, implement migration plan
- Design a migration strategy based on browser internet technology
- Design a migration strategy based on HTTP internet technology
- Design a migration strategy based on IMAPI internet technology
- Design a migration strategy based on IMIP internet technology
- Design a migration strategy based on POP3 internet technology
- Design a migration strategy based on sendmail in internet technology
- Design a migration strategy based on SMTP internet technology
- Design a migration strategy based on SMTP
- Design a migration strategy based on SPX/IPX protocols
- Design a migration strategy based on TCP/IP
- Design a migration strategy based on the DNS internet directory tool
- Design a migration strategy based on the LDAP internet technology
- Design a migration strategy based on UUCP internet technology
- Design a migration strategy based on x.400
- Install/Implement calendar migration tools
- Install/Implement mailbox migration tools

- Migrate to Domino from Banyan Mail
- Migrate to Domino from Campbell On Time
- Migrate to Domino from cc:Mail
- Migrate to Domino from GroupWise
- Migrate to Domino from GS97
- Migrate to Domino from Microsoft Schedule +
- Migrate to Domino from MSMail
- Migrate to Domino from Organizer
- Migrate to Domino from Qualcomm Eudora
- Migrate to Domino from Quickmail
- Plan Desktop migration
- Plan end user training during migration
- Plan for client software distribution/installation during migration
- Propagate local and external directories
- Provide user with account access information
- Remove old user mail files

Domino Messaging: Coexistence and Migration Strategies Exam Sample Questions

1. Competency Area: Coexistence/Migration Maintenance

Specific Objective: Perform Changes

Question: What server console command should Olga use to access a connected cc:Mail Post Office named LittleRock?

- A. Tell ccmta call LittleRock
- B. Tell poname call=LittleRock
- C. Tell router call poname=LittleRock
- D. Tell ccmta call poname=LittleRock

Answer: D

2. Competency area: Coexistence Implementation

Specific Objective: Install/Setup gateways/servers, etc.

Question: Hans set up a fax gateway for his mail users. What kind of document does he use to define this gateway in Notes?

- A. Foreign domain
- B. Adjacent domain
- C. Gateway domain
- D. Non-adjacent domain

Answer: A

3. Competency Area: Designing Coexistence

Specific Objective: Design a mixed messaging environment

Question: Assume that a Domino server can serve an unlimited number of users. What limits the number of users that can be hosted on a single server?

- A. Only the amount of disk space that can be added.
- B. The number of messages the Domino router can route.
- C. The number of entries the Domino Public Address Book can contain.
- D. The amount of disk space that can be added and the total amount of disk space that can be backed up within a given backup-time window.

Answer: D

4. Competency Area: Migration Planning

Specific Objective: Confirm new directory information for mail accounts

Question: To enable mail to route from a Notes domain to cc:Mail, how should Marcus represent the cc:Mail Post Office?

- A. As a server
- B. As a Foreign domain
- C. As a Mail-in database
- D. As an Adjacent domain

Answer: A

Domino.Doc Applications and System Administration Competencies Measured

Exam Number/Type: 191-320 -- Multiple Choice

Description:

There are four basic competency areas measured by the Domino.Doc Applications and System Administration exam:

- ◆ **Customization**
- ◆ **Installation/Set Up/Configuration**
- ◆ **Planning and Designing**
- ◆ **Support**

Competencies Measured:

■ **Customization**

- Common Customizations: binder types
- Common Customizations: document types
- Common Customizations: searching
- Common Customizations: user interface
- Common Customizations: views
- Create forms which will work with ODMA clients
- Create forms which will work with Notes clients

- Create forms which work with Web clients
- Determining appropriate customization tools
- Importing into Domino.Doc
- Lifecycle management
- Lifecycle Management: create a document management system which allows for renditions (Adobe)
- Lifecycle Management: creating a publishing event/agent
- Lifecycle Management: setting up approvers
- Lifecycle Management: setting up reviewers
- Lifecycle Management: specifying archival rules
- Set up Security: ACL
- Set up Security: Roles
- Set up Security: Groups

■ Installation/Setup/Configuration

- Client Installation: set up client enablers
- Customize a Domino.Doc install
- Customize a Domino.Doc install: configure ODMA file types
- Server installation: Domino.Doc groups
- Server installation: ID considerations
- Server installation: Installing Domino.Doc for multiple sites- master library
- Server installation: Installing Domino.Doc for multiple sites- replication
- Server installation: messaging
- Server installation: modifying server document
- Server installation: Public Address Book
- Server installation: required server tasks
- Server installation: server access
- Server installation: TCP/IP considerations

■ Planning and Designing

- Administrative security planning: administrating users- cascading NAB
- Administrative security planning: administrating users
- Administrative security planning: cascading Public Address Book
- Administrative security planning: roles
- Client capabilities: ODMA clients
- Define a document organization scheme
- Identify appropriate roles for users in the organization
- Map a new server install into an existing environment: Non-Notes
- Map a new server install into an existing environment: Notes
- Plan a document management system for a centralized architecture
- Plan a document management system for a distributed architecture
- Plan a document management system for a seldom connected architecture
- Plan a document management system given an organization's hardware infrastructure
- Plan and Define document management security: access rights
- Plan and Define document management security: binder
- Plan and Define document management security: cabinets
- Plan and Define document management security: of documents
- Plan and design organization of binder types

- Plan and design organization of document types
- Plan and design organization of file cabinets
- Plan and design organization of file rooms
- Plan/Design a document management system based on a Web-based system
- Plan/Design a document management system based on customer business needs mapped on Domino.Doc
- Plan/Design a document management system based on Domino.Doc out-of-the-box functionality
- Plan/Design a document management system based on Domino.Doc
- Plan/Design a document management system for capacity (scalability)
- Plan/Design a document management system for client capabilities: Custom clients
- Plan/Design a document management system for client capabilities: Notes clients
- Plan/Design a document management system for client capabilities: ODMA clients - imaging
- Plan/Design a document management system for client capabilities: ODMA clients
- Plan/Design a document management system for client capabilities: Web Clients
- Plan/Design a document management system for platform
- Plan/Design a document management system for system requirements

■ Support

- Administer Domino.Doc server
- Administer Domino.Doc server: agent execution
- Administer Domino.Doc server: replication add-in tasks
- Administer Domino.Doc server: signing
- Creating and managing full-text index
- Effectively manage document storage profiles
- Manage distributed Domino.Doc libraries
- Manage document status: check in/checkout
- Manage document status: released vs. draft
- Monitor Domino.Doc logs
- Monitor required server tasks
- Monitor transaction logs

Domino.Doc Applications and System Administration Exam Sample Questions

1. Competency area: Customization

Specific Objective: Importing into Domino.Doc

Question : What can Colin specify when using the Import button?

- A. Binder Name, Check in/Check out status, Profile Information
- B. Binder Name, File Cabinet Name, Creation Date, Profile Information
- C. Binder Name, Check in/Check out status, Creation Date, Profile Information
- D. File Cabinet Name, Check in/Check out status, Author Name, Profile Information

Correct answer: A

2. Competency Area: Installation/Setup/Configuration

Specific Objective: Server installation: ID considerations

Question: Jennifer installed Domino.Doc using her own user ID. Where should she change the settings to allow unrestricted LotusScript agents to run?

- A. ACL
- B. NOTES.INI file
- C. Person document
- D. Server document

Correct answer: D

3. Competency Area: Planning and Designing

Specific Objective: Plan and Define document management security: binder

Question: Robert needs to disable binder security. Which document should he modify?

- A. The Binder Profile
- B. The Access Control List
- C. The File Cabinet Definition Form
- D. The File Cabinet User Access Profile

Correct answer: C

4. Competency Area: Support

Specific Objective: Manage document status: check in/checkout

Question: Which of the following operations can Margie NOT perform from the Master Library interface?

- A. Conduct a search
- B. Check in a binder
- C. Check out a binder
- D. Create file cabinets

Correct answer: C

Supporting Domino and Notes R4 Exam Competencies Measured

Exam Number/Type: Exam #190-401 -- Multiple Choice

Description:

There are two basic competency areas measured by the Supporting Domino and Notes exam:

- ◆ **Client Troubleshooting**
- ◆ **Server Troubleshooting**

Exam Competencies:

■ **Client Troubleshooting**

- Debug action problems
- Debug agent security problems
- Debug button problems
- Debug computed subform formula problems
- Debug computed subform problems
- Debug database security problems
- Debug database size limitation problems
- Debug field attribute and property problems
- Debug field formulas
- Debug field security problems
- Debug full text indexing problems
- Debug hide when formulas
- Debug hotspot problems
- Debug Notes display problems
- Debug Notes formula language problems (backend processing)
- Debug Notes formula language problems (front end processing)
- Debug routing distribution problems
- Debug section access control problems
- Debug section attribute and property problems
- Debug view attribute and property problems
- Debug view security problems
- Debug views
- Debug web display problems
- Debug web functionality problems
- Repair Applications using COMPACT
- Repair Applications using FIXUP
- Repair applications using UPDALL
- Test and Debug access problems
- Test and Debug agent problems
- Test and Debug field problems
- Test and Debug form problems
- Test and Debug navigation problems
- Test and Debug view problems
- Troubleshoot backup/verify and restore problems
- Troubleshoot design template problems

- Troubleshoot desktop cache problems
- Troubleshoot desktop.dsk problems
- Troubleshoot local workstation install problems
- Troubleshoot Notes install problems
- Troubleshoot using design synopses
- Troubleshoot workstation install problems
- Troubleshoot workstation installs with different license types

■ Server Troubleshooting

- Add/Move/Upgrade/Delete databases
- Add/Move/Upgrade/Delete servers
- Force replication
- Force routing
- Identify Domino clustering problems
- Identify Domino indexing problems
- Identify Domino partitioning problems
- Identify Domino performance problems
- Identify Domino platform problems
- Identify Domino server access problems
- Identify Domino server problems
- Identify Domino server task problems
- Identify gateway problems
- Identify Internet messaging problems
- Identify MTA problems
- Replicate databases
- Replicate template files
- Resolve replication/save conflicts
- Troubleshoot Address Book problems
- Troubleshoot agent problems
- Troubleshoot application problems
- Troubleshoot Calendaring and Scheduling problems
- Troubleshoot client/server connectivity problems
- Troubleshoot data access problems
- Troubleshoot database problems
- Troubleshoot domain access problems
- Troubleshoot Domino server ID problems (re-certify, move, rename)
- Troubleshoot Domino/Notes network/protocol problems
- Troubleshoot Domino/Notes port problems
- Troubleshoot group problems
- Troubleshoot network performance
- Troubleshoot Notes server ID problems (re-certify, move, rename)
- Troubleshoot Notes User ID problems (re-certify, move, rename)
- Troubleshoot replication problems
- Troubleshoot routing problems
- Troubleshoot server-based database problems
- Troubleshoot server resources problems
- Troubleshoot set up/configuration/installation problems
- Troubleshoot template upgrade problems

- Troubleshoot user problems (add, remove, upgrade)
- Troubleshoot Web services
- Utilize log file in Troubleshooting

Supporting Domino and Notes R4 Exam Sample Questions

1. Competency Area: Client Troubleshooting

Specific Objective: Troubleshoot backup / verify and restore problems

Question: Margie accidentally deleted a single document from a database. How can she get the document back?

- A. Run the FIXUP utility to restore the document to the database.
- B. Run the UNDELETE utility to restore the document to the database.
- C. Restore the complete database from a backup copy. There is no way to restore a single document without corrupting the views.
- D. Restore the old database from a backup copy after renaming it. Copy the document into the existing database and then delete the backup database.

Correct answer: D

2. Competency Area: Server Troubleshooting

Specific Objective: Add/Move/Upgrade/Delete databases

Question: John's mail file was moved from MailServer1 to MailServer2. The Connection document was modified to reflect this change. However, John could not access his mail file. What other document must be changed?

- A. Profile document
- B. Location document
- C. Configuration document
- D. No other documents need to be changed

Correct answer: B

3. Competency Area: Server Troubleshooting

Specific Objective: Troubleshoot replication problems

Question: Nancy noticed that deleted documents keep reappearing. What causes this to occur?

- A. The deletion stubs are replicated on a daily basis.
- B. The purge interval is more frequent than the replication schedule.
- C. The replication schedule is more frequent than the purge interval.
- D. The document is deleted in only one replica and not in another replica.

Correct answer: B

Registering for Exams

Registering for the Examination

Lotus certification exams are administered by two independent testing vendors for your convenience:

- Sylvan Prometric Testing Centers, located worldwide. Candidates in North America may schedule on-line at <http://www.sylvanprometric.com> or by telephone at 800-74-LOTUS (800-745-6887) Outside North America contact your local Lotus Education office for the location of the nearest Sylvan Prometric Regional Service Center.
- CATGlobal Centers, located worldwide, can be accessed via their on-line system at <http://www.catglobal.com>.

To register for an exam you will need the following information:

- Name
- Personal Identification number (You may choose to use your social security number or have a testing number assigned to you.)
- Mailing address and phone number
- Company name
- Name and code number of exam you wish to take
- Date you wish to take the exam
- Method of payment to Testing Vendor (credit card, money order, or check)

The testing vendor will provide you with instructions concerning the cancellation policy and testing requirements. Testing vendors will provide confirmation, test time, test location, directions to the testing center, and exam procedures. Plan on arriving 15 minutes before the exam in order to sign in. Two forms of identification are required at check-in.

Exam Content

All exams are closed book and you may not have any printed material, computers, or calculators with you during the exam.

Exam Scoring

You must answer a set percentage of the questions correctly to pass the exam. For final exams, the percentage required to pass will be provided at the start of each exam and you will be given an instant, on-screen report and printout showing your overall pass/fail as well as section results as soon as you complete the exam. For Beta exams, the percentage required to pass will not be provided to you. When taking a Beta exam, you will receive your score report four to six weeks after taking the exam and you will not receive feedback on how you did on specific sections as you would when taking a final exam. If you do not pass the exam, you must re-register for the exam and pay the exam fee again.

Your exam results will be automatically forwarded to Lotus Education within 5 business days after you have taken the exam. You do not need to forward your results to Lotus Education, although you should keep a copy of all exam verification results for your records.

Cheating Policy

Lotus recognizes the seriousness of cheating. As such, Lotus will utilize effective and equitable measures for preventing the occurrence of cheating during examinations. Guidelines and regulations for appropriate test-taking are listed in exam guides and should be outlined by the examination proctor and understood by the candidate prior to taking the exam.

Examples of violations include, but are not limited to:

- ▼ Bringing unauthorized materials into the testing area (purses and notebooks must be stored out of reach during closed-book tests).
- ▼ Talking to other candidates or referring to their computer screens, testing materials, or written notes during an examination.
- ▼ Using written notes, published materials, or other testing aids except those allowed by your testing program (laptop computers, palmtop computers, and programmable calculators are not allowed).
- ▼ Copying questions and/or answers, attempting to take them out of the testing area, or sharing them with other candidates.

If a score is obtained through questionable means, the examination proctor will submit an incident report to Lotus. Lotus will then conduct, in conjunction with Lotus' contracted testing vendor, an investigation of the incident, preserving every effort to resolve the matter objectively. If the investigation confirms that the candidate has violated standard conduct and regulations, the candidate's exam will be invalidated, and the candidate will not be eligible to take a Lotus Certification exam for six months, effective the day the candidate is notified. The candidate has within 30 days of notification to appeal the decision in writing to the proper contact at Lotus Education. During the appeal process, the candidate is not authorized to take a Lotus Certification exam. Lotus reserves the right to modify this policy without notice.

Certification Completion

If you earned a certification as a result of passing an exam, Lotus Education will send you a certificate four to six weeks after the date you passed the last required exam.

Professional Obligations

Certification

Your certification as a CLP is based on completion of the required exams. You acknowledge that Lotus has the right to change the requirements for earning certification or maintaining certification at any time. You are responsible for maintaining your certification.

Leaving an Organization

You retain your Lotus certification if you move to a new organization; however, you are responsible for informing Lotus of your address changes at all times.

Grant and Consideration

Once you have earned a certification, Lotus will grant you a non-exclusive and non-transferable license to use the name CLP and any collective marks and logos solely in connection with providing any pre- and post-sales service and support of Lotus products. You may use the name CLS or CLP and any collective marks and logos for promotional display and advertising materials as may, in your judgment, promote your services. You may not use the name CLP and any collective marks and logos for any purposes that are not directly related to the provision of your services in support of Lotus products.

Conduct of Business

You agree to conduct business in a manner which reflects favorably at all times on the products, goodwill, and reputation of Lotus; avoid deceptive, misleading or unethical practices which are or might be detrimental to Lotus or its products; and refrain from making any representations, warranties, or guarantees to customers that are inconsistent with the policies established by Lotus.

Quality of Service

You agree that it is of fundamental importance to Lotus that provision of any pre- and post-sales service and support of Lotus products be of the highest quality and integrity. Accordingly, you agree that Lotus will have the right to determine in discretion whether your services meet Lotus' high standards of merchantability.

For More Information . . .

about our education services and programs, contact your local Lotus Education office, or explore the World Wide Web and visit Lotus' home page for a closer look at Lotus Education (<http://www.lotus.com>).