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1. Micro Skill Drill Exam
2. Unified Scenario Exam

Topic: 1
Micro Skill Drill Exam

Question: 1

A regional building maintenance company is introducing SAP Business One Web client dashboards for contract supervisors. The dashboard should show open maintenance visits, pending material deliveries, and unpaid invoices for active customer sites. The prototype helps supervisors plan daily work, but it also includes completed visits and closed delivery records from earlier periods, which slows the morning review.

The sponsor wants a modern daily dashboard while finance and operations still need historical evidence for account review. The constraint is that supervisors must see current actionable records quickly without losing controlled access to prior service and billing history.

Which design choice best meets the dashboard objective?

Response:

- A. Keep all completed visits and delivery records in the daily dashboard so supervisors have full account history in one view.
- B. Remove invoice information from the dashboard so operational service records load faster.
- C. Export prior-period service history weekly and ask supervisors to compare spreadsheet results with the Web client view.
- D. Refine the dashboard query to show current maintenance, delivery, and invoice follow-up records while keeping history in a separate controlled reporting view.

Answer: D

Explanation:

Feedback:

This aligns the query design with the dashboard's operational purpose. Current service, delivery, and invoice records remain available for daily action while historical evidence is retained in a governed view that avoids overloading routine Web client use.

Question: 2

A professional services organization is extending its SAP Business One implementation with dashboards for project billing visibility. The consultant has created user-defined fields to capture project category and billing milestone status, and a SQL query is planned to feed a management dashboard. During review, the operations manager asks to expose all billing milestone fields to project coordinators so they can correct missing values quickly. Finance supports modernization of reporting but requires that billing status changes remain controlled because they influence invoice readiness.

The project must deliver reliable dashboard data within the rollout phase. The constraint is that reporting accuracy should improve without allowing uncontrolled updates to billing-relevant fields. Which design choice best satisfies both the reporting and control requirements?

Response:

- A. Give project coordinators unrestricted update access to billing milestone fields and rely on the dashboard to reveal incorrect entries.
- B. Remove user-defined fields from the dashboard scope and track billing milestone status only during invoice preparation.
- C. Keep the user-defined fields in the reporting design, restrict maintenance of billing-relevant values, and use approval or controlled update logic before dashboard-visible changes affect invoice readiness.
- D. Replace the SQL query with a manually prepared spreadsheet so finance can validate billing milestone status before each dashboard refresh.

Answer: C

Explanation:

Feedback:

This preserves the reporting design while controlling the data layer that feeds invoice readiness decisions. Restricting maintenance and adding approval or controlled update logic keeps dashboard data useful without allowing unmanaged changes to billing-relevant values.

Question: 3

A regional office equipment rental company is preparing SAP Business One for its first release. The initial scope includes purchasing rental items, receiving stock, creating customer rental orders, and posting invoices. A later release will introduce separate processing for long-term rental contracts that require different approval visibility and document monitoring. During setup review, the consultant sees that all rental and standard sales activities are planned under one broad numbering and approval structure. The sponsor wants the first release to proceed, but operations wants to avoid redesign when long-term rental processing starts. The constraint is that the company setup must support immediate transactions while preserving controlled expansion for future contract handling.

Which recommendation best supports the implementation objective?

Response:

- A. Launch with the broad numbering and approval structure, then redesign controls after long-term rental volume is known.
- B. Configure a controlled baseline for numbering and approvals that supports first-release transactions while allowing long-term rental controls to be added without redesign.
- C. Delay the first release until all long-term rental approval scenarios are fully configured and tested.
- D. Create a separate unmanaged company for long-term rental contracts and reconcile results manually after the later release.

Answer: B

Explanation:

Feedback:

This balances phased rollout speed with lifecycle configuration discipline. A controlled baseline supports current purchasing, receiving, rental orders, and invoicing while preserving the ability to add long-term contract controls later.

Question: 4

A specialty retail group is configuring a new SAP Business One company for a phased rollout across two business units. The first unit needs sales, purchasing, and basic financial posting available immediately. The second unit will join later and has different document numbering requirements and approval thresholds. The sponsor wants a fast setup, but the finance lead requires the initial company configuration to avoid rework when the second unit is added.

During design review, the consultant sees that the team plans to activate a single generic numbering and approval pattern for all units. The constraint is to support the first rollout phase without blocking future controlled expansion.

Which approach should the consultant recommend?

Response:

- A. Configure only the first unit's requirements now and defer all numbering and approval design for the second unit until its rollout starts.
- B. Use one generic numbering and approval pattern for both units so the first rollout phase can be completed with minimal configuration effort.
- C. Delay the first rollout until both business units finalize every sales, purchasing, and finance requirement.
- D. Design the company configuration with controlled numbering and approval structures that support the first unit now while allowing the second unit's requirements to be added without redesign.

Answer: D

Explanation:

Feedback:

This balances phased execution with lifecycle configuration discipline. A controlled structure can support immediate sales, purchasing, and financial posting while preserving the ability to add the second unit's numbering and approval requirements without redesign.

Question: 5

A regional industrial filter distributor is validating SAP Business One banking and payment processing before its first close. Supplier invoices and outgoing payments post successfully, but finance finds that some payments made from the operating bank account appear under a general cash view instead of the intended bank analysis. The consultant confirms that users selected the correct supplier and invoice, but similar payments produce inconsistent reporting evidence.

The finance manager wants payment processing to continue during rollout, but future postings must support reliable bank-level cash review. The constraint is that existing payment exceptions should be corrected only where accounting review confirms controlled remediation is required.

Which recommendation best addresses the issue?

Response:

- A. Continue payment processing and ask finance to reconcile bank activity manually from exported payment data.
- B. Create separate vendor groups for suppliers paid from the operating bank account so finance can infer bank usage later.
- C. Stop all outgoing payments until every supplier payment has been reversed and recreated with a new bank setup.
- D. Review the bank assignment and payment posting behavior, correct the future payment path, and assess posted exceptions for controlled remediation.

Answer: D

Explanation:

Feedback:

This targets the bank and payment posting layer that drives cash reporting. Correcting the future payment path supports reliable bank-level review while limiting historical remediation to reviewed exceptions.

Question: 6

A fast-growing apparel wholesaler is introducing SAP Business One Web client analytics for regional managers. The goal is to provide daily visibility into overdue deliveries and open customer invoices. A prototype dashboard works for headquarters users, but regional managers see incomplete results because some records are filtered by branch ownership while others are visible through shared operational roles. The sponsor wants faster collaboration without weakening access discipline. The rollout team must avoid creating duplicate dashboards for every region. The constraint is that managers should see the records relevant to their responsibilities while the dashboard design remains maintainable across the mixed SAP Business One environment.

Which approach best meets the analytics and governance objective?

Response:

- A. Build separate dashboard copies for each region and manually adjust the query filters whenever responsibilities change.
- B. Give all regional managers headquarters-level visibility so one dashboard can display the same complete dataset for everyone.
- C. Remove branch-related filters from the dashboard and rely on managers to ignore records outside their area.
- D. Align the dashboard query logic with the intended role and responsibility model so one maintainable design returns authorized regional records consistently.

Answer: D

Explanation:

Feedback:

This resolves the issue at the query and role-visibility layer that controls what Web client analytics display. A responsibility-aligned design supports regional collaboration while keeping one maintainable dashboard structure.

Question: 7

A regional specialty tools distributor is preparing a SAP Business One pilot company for go-live rehearsal. The consultant configured purchasing, sales, inventory, and accounting basics, then copied a company database for training use. During review, the team discovers that test approval templates and sample numbering ranges from training were copied back into the go-live rehearsal company, and some billing documents now show training-style references.

The sponsor wants to avoid rebuilding the company, but finance requires a controlled baseline for go-live evidence. The constraint is that useful configuration must be preserved while training artifacts are removed before final validation.

Which action best supports the implementation objective?

Response:

- A. Keep the copied training artifacts because they show that users practiced the intended SAP Business One process.
- B. Remove the training-dependent templates and numbering artifacts through a controlled cleanup, then rerun affected billing and approval checks before go-live.
- C. Start a completely new company database and repeat all configuration from the beginning before any further rehearsal.
- D. Ask finance to ignore training-style references during the first reporting cycle and clean them up after go-live.

Answer: B

Explanation:

Feedback:

This addresses the lifecycle-state mismatch between training content and the go-live rehearsal company. Controlled cleanup preserves useful configuration while validating that billing and approval behavior reflect the intended production baseline.

Question: 8

A regional creative services agency is validating SAP Business One financial reporting before its first management review. Customer invoices and incoming payments post successfully, but finance finds that design retainers and completed project fees are not consistently separated in revenue reports. The consultant confirms that users select the correct customer and service lines, yet similar billing documents produce different reporting evidence.

The finance lead wants invoicing to continue during rollout, but future postings must support reliable analysis of retainer balances and earned service revenue. The constraint is that existing documents should be corrected only where accounting review confirms controlled remediation is required.

Which recommendation best addresses the reporting issue?

Response:

- A. Review the account and reporting assignment logic for retainer and project-fee invoice lines, correct the future posting path, and assess posted exceptions.
- B. Create separate customer groups for retainer clients so finance can infer revenue treatment from customer master data.
- C. Continue invoicing and ask finance to separate retainers manually from exported invoice data during management review.
- D. Stop all invoice posting until every customer invoice with a retainer has been reversed and recreated.

Answer: A

Explanation:

Feedback:

This targets the posting and reporting assignment layer that drives revenue analysis. Correcting the future posting path supports reliable separation of retainer balances and earned project fees while limiting historical remediation to reviewed exceptions.

Question: 9

A building materials supplier is adding a user-defined field to sales documents in SAP Business One to capture whether an order requires special delivery handling. Operations wants this field included in a dashboard for daily dispatch planning. In testing, users can populate the field, and the dashboard displays orders correctly, but some urgent orders are missed because users leave the field blank before saving the document.

The operations lead wants better dispatch visibility without adding a separate manual scheduling tracker. The constraint is that the solution must improve data completeness at the point of order capture while preserving the dashboard as the operational planning source.

Which design choice best addresses the issue?

Response:

- A. Keep the field optional and ask dispatch users to review all new orders manually before using the dashboard.
- B. Remove the special delivery field from sales documents and let dispatch classify orders directly in the dashboard.
- C. Create a daily spreadsheet extract of all sales orders so operations can add missing delivery handling details outside SAP Business One.
- D. Make the special delivery information part of the controlled order-entry process so required values are captured before the dashboard relies on the data.

Answer: D

Explanation:

Feedback:

This resolves the issue at the data-entry and reporting dependency layer. Requiring controlled capture of special delivery information before dashboard use ensures that operational planning reflects complete sales document data.

Question: 10

A regional veterinary supply distributor is validating SAP Business One inventory handling for batch-managed medical consumables before go-live. Purchasing users can receive products into the warehouse, and sales users can prepare customer deliveries. During testing, items from a batch pending expiry review appear available for sales delivery even though the warehouse team has not confirmed that the batch can be shipped to clinics.

The operations manager wants receiving to remain efficient, but customer delivery commitments must not use batches that have not passed review. The constraint is that batch-related inventory must remain traceable while only reviewed and usable quantities become available for downstream fulfillment.

Which action should the consultant prioritize?

Response:

- A. Ask warehouse users to enter expiry review notes in document comments and let sales users check the comments before delivery.
- B. Create a separate sales price list for reviewed batches so sales users can identify products cleared for shipment.
- C. Allow sales users to reserve the pending batch and cancel the delivery later if the expiry review fails.
- D. Validate the batch receipt, review, and availability process so unreviewed quantities are not treated as ready for customer fulfillment.

Answer: D

Explanation:

Feedback:

This addresses the inventory availability layer where receipt, batch review, and delivery eligibility must remain aligned. Validating this process preserves traceability and prevents unreviewed quantities from supporting customer delivery promises.

Topic: 2

Unified Scenario Exam

Question: 11

CHALLENGE 3 — Supplier Invoice Preparation and Finance Control Scope

The purchasing coordinator wants access to supplier balance details so exceptions can be cleared quickly during rollout. Finance wants purchasing users to resolve document exceptions without seeing payment-sensitive information.

Which option best supports both needs?

Response:

- A. Grant supplier balance access temporarily and remove it after the first supplier payment run.
- B. Restrict purchasing users to resolving assigned document exceptions while keeping payment terms and supplier balances within finance-controlled access.
- C. Move all supplier invoice preparation to the purchasing coordinator until UAT is complete.

D. Ask finance to export supplier balances daily so purchasing can review exceptions outside SAP Business One.

Answer: B

Explanation:

Feedback:

This supports operational exception handling while preserving finance control over payment-sensitive information. It separates purchasing document work from supplier balance and payment visibility.

Question: 12

CHALLENGE 3 — Supplier Invoice Preparation and Finance Control Scope

A purchasing user can update a goods receipt reference needed for supplier invoice preparation but can also view fields that finance intended to restrict.

What should be checked before changing the role?

Response:

- A. Whether the role can be split so goods receipt follow-up is allowed while finance-sensitive supplier information remains restricted.
- B. Whether the restricted finance fields can be hidden only in training materials rather than changed in SAP Business One.
- C. Whether all goods receipt updates should be transferred to finance during the first month.
- D. Whether supplier invoice preparation can be delayed until every purchasing user receives the same access profile.

Answer: A

Explanation:

Feedback:

The validation should separate the operational follow-up activity from finance-sensitive visibility. This preserves rollout continuity without granting unnecessary supplier or payment access.

Question: 13

CHALLENGE 4 — Material Dashboard Scope and Role-Based Visibility

The material availability dashboard shows complete results to warehouse testers, but the production planner sees only some items needed for the seasonal batch schedule.

Which action best supports dashboard readiness?

Response:

- A. Review item filters, user-defined fields, warehouse scope, query logic, and planner authorization against the UAT material set.
- B. Give the planner warehouse tester authorization so all dashboard results become visible immediately.
- C. Remove item filters from the SQL query so every material appears to every dashboard user.

D. Ask the planner to use the desktop client only because Web client dashboard visibility is not relevant to UAT.

Answer: A

Explanation:

Feedback:

The incomplete dashboard could result from query scope, item attributes, warehouse filters, user-defined fields, or authorization. Validating these against the UAT material set supports role-appropriate readiness.

Question: 14

CHALLENGE 4 — Material Dashboard Scope and Role-Based Visibility

Finance can see supplier-related material cost fields on the dashboard, while the production planner only needs availability and open purchase order status.

Which dashboard design decision best fits the rollout requirement?

Response:

- A. Publish the finance dashboard to all roles so every user works from one common view.
- B. Remove cost-related information from finance dashboards so production and finance views remain identical.
- C. Maintain role-specific dashboard visibility that separates availability and open order status from supplier cost and liability details.
- D. Delay dashboard publication until every user can see the same material, purchasing, and supplier information.

Answer: C

Explanation:

Feedback:

The scenario requires useful operational visibility without exposing finance-sensitive information. Role-specific dashboard visibility lets production planning see availability and open order status while finance retains cost and liability context.

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