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Exam : **AD0-E911**

Title : Adobe Workfront Project Manager Certified Professional

Version : DEMO

1.Which Workfront collection of users allows a task or issue to be assigned to multiple people?
A. Team
B. Group
C. Project Team
Answer: A
Explanation:
Adobe Workfront uses Teams as a work-assignment structure for tasks and issues. A task or issue can be assigned to users, job roles, or teams, and Workfront documentation states that assignments can include more than one resource at a time. For issues, Adobe's documentation specifically says that the assignment field can include users, job roles, or teams, and that multiple resources can be assigned at the same time. For tasks, Adobe similarly explains that tasks can be assigned to users, job roles, or teams, including multiple resources. This makes Team the best answer because it is the Workfront collection designed to receive task or issue assignments and route that work to a set of people. A Group is mainly an administrative structure for organizing users, permissions, preferences, and governance. A Project Team represents users associated with a specific project, but it is not the general collection used to assign a task or issue to multiple people.
Therefore, the verified answer is A. Team.

2.What do the green symbols in the report below signify?
A. On Time
B. At Risk
C. Late
Answer: A
Explanation:
In Adobe Workfront reports and list views, colored status icons are used to visually communicate the progress status or condition of work items. Adobe Workfront documentation for built-in status icons explains that task progress status icons include On Time, Late, At Risk, and Behind indicators. In this icon system, On Time is represented by a green icon, while Late is represented by a red icon, and At Risk is represented by a different color/icon indicator. Adobe's Milestone View documentation also confirms that task progress status uses color coding where On Time is green, Behind is yellow, At Risk is blue, and Late is red.
Therefore, the green symbols shown in the report signify that the related tasks or milestone items are progressing on schedule and are considered On Time. They do not indicate risk or lateness. Based on Adobe Workfront's documented progress status color conventions, the correct option is A. On Time.

3.An assignee clicks Work On It for a task, and a new finish date appears on the task while the original planned finish stays the same.
What does this new date communicate to the project manager?
A. It indicates that the assignee's finish date is wrong and should be ignored.
B. It indicates that the assignee's finish date replaces the Planned Completion Date.
C. It indicates the assignee's own estimate of when they expect to finish the task, which can differ from the Planned Completion Date.
Answer: C
Explanation:

In Adobe Workfront, when an assignee clicks Work On It, Workfront updates the assignment status and can also set or update the Commit Date for the task. The Commit Date is the date the assigned user commits to completing the task or issue. Adobe's documentation explains that this date is different from the Planned Completion Date because it represents a more realistic estimate given by the user responsible for completing the work. The Planned Completion Date remains part of the project plan and does not automatically change just because the assignee updates the Commit Date.
Adobe also states that changes made to the Commit Date do not automatically change planned dates. Instead, the project manager can use the assignee's Commit Date as a signal and decide whether to manually adjust the planned schedule.
Therefore, the new finish date communicates the assignee's own completion commitment or estimate, not a replacement for the planned finish date. The correct answer is C

4.A team member needs to review all records showing charges, payments, and invoicing details for a specific project.
Which section in Workfront should they access to locate this information?
A. Project Details
B. Billing Records
C. Expenses
Answer: B
Explanation:
In Adobe Workfront, Billing Records are the correct place to review project-level billing and invoicing information. Adobe documentation explains that billing records are created as attachments to a project and contain financial data from the project as well as financial information from the project's tasks. Billing records are used to gather billable project items, such as billable hours, expenses, and revenue information, into a record that can support invoicing and financial review. This makes them the appropriate section when a team member needs to review records related to charges, payments, and invoicing details for a specific project. Project Details can contain general project information and some finance fields, but it is not the dedicated location for billing record review. Expenses is narrower because it focuses on project expenses and whether they are billable or reimbursable, rather than complete billing or invoice records.
Therefore, the correct Workfront section is B. Billing Records.

5.A project manager has assigned a task to a team. One of the members of the team wants to volunteer to complete the task.
Where would the volunteer navigate to do this?
A. Team Settings > Select Assign to
B. Team Settings > Work on it
C. Team Requests > Work on it
D. Team Requests > Select Assign to
Answer: C
Explanation:
In Adobe Workfront, when a task or issue is assigned to a team, it appears as a team request rather than immediately becoming the responsibility of one individual team member. Adobe documentation explains that tasks assigned to a team remain on the Team Requests tab until a user on that team volunteers to

work on the request. This is specifically designed for situations where the project manager does not know which individual should complete the work or when any member of the team can take ownership. The team member should navigate to the team’s Team Requests area and click Work On It. Adobe also notes that clicking Work On It on an item assigned to your team assigns the item to you, meaning the volunteer becomes the owner/assignee for that work item. Team Settings is not the correct location because it is used for team configuration, not claiming work.
Therefore, the correct navigation is Team Requests > Work on it.