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QUESTION 1

Which of the following would NOT be a part of the requirements document that would be presented to a client?

- A. Project timeframe
- B. Total cost of ownership
- C. Implementation objectives
- D. Characteristics of paper to be scanned

Correct Answer: D

QUESTION 2

A document that would address the repurposing or reorganization of staff, the benefits of a new system, and the increased market value of staff due to new skills is called a:

- A. cultural change management plan.
- B. project management plan.
- C. human resource plan.
- D. project objectives document.

Correct Answer: A

QUESTION 3

The consultant is flow charting the workflow of an Accounts Payable (AP) department. Invoices in the AP department are logged and then forwarded to the department that originated the order. What should the consultant be sure to do?

- A. Contact the vendor who issued the invoice to see what kind of workflow they need to have
- B. Speak with Human Resources about the hiring practices for personnel in the AP department
- C. Interview the Chief Information Officer (CIO) to get their perspective on this workflow and then tie this feedback into the charting processInterview the department that originated the order; document what they do internally with the invoice and how they hand it off to the AP
- D. Interview the department that originated the order; document what they do internally with the invoice and how they hand it off to the AP

Correct Answer: D

QUESTION 4



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A financial services company receives 90,000 one-page documents per day in one batch. All scanning must be completed within one hour of receipt without exception. Failure to meet the one- hour deadline has grave financial consequences. The company has allocated enough document preparation personnel to keep the scanners fully fed. Which of the following scanner configurations should be recommended?

- A. Five 300 pages per minute (ppm) scanners
- B. Eight 200 ppm scanners
- C. Nine 200 ppm scanners
- D. Ten 150 ppm scanners

Correct Answer: C

QUESTION 5

A company needs to capture 2,000 outgoing e-mails per month. The e-mails are 30 KB each in size. What is the annual storage space required?

- A. 59 MB
- B. 354 MB
- C. 590 MB
- D. 703 MB

Correct Answer: D

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