

Certification Exam Guide

Infor Certified M3 Administrator v13.3

Exam #: M3-INSC13-110



Certification Program

Target Audience

This exam targets the skills and abilities required by an M3 Administrator with relevant experience to successfully manage and maintain day-to-day operations of M3 core technology, including the grid components.

Exam Details

- Exam number: M3-INSC13-110
- Onsite or Online, proctored
- 72 questions
- 90 minute time limit

Schedule and Register

Below are the steps to schedule and register for an onsite or online proctored exam.

Onsite

Prior to registering for an exam, please follow the steps below to register for your preferred exam date/time:

1. If required, create a new account by clicking [here](#).
2. If you already have an account, login to [Webassessor](#).
3. Click Register for an Exam.
4. Find the exam you wish to attempt.
5. Click Select next to the Onsite Proctored option.
6. Search for a test center or choose one of the closest test centers listed.
7. Select your preferred date and time to attempt the exam. (Test centers set their own testing schedules.)
8. Read and accept the Terms and Conditions and then click Select.
9. If you have a Voucher/Coupon code, enter the code and click Apply.
10. If the exam details are correct, click Checkout.
11. If using a credit card, choose your payment type and click Submit.
12. After confirming payment, click Done.
13. You will receive a confirmation email with your Test Taker Authorization Code and additional onsite details.

Please Note:

- Ensure you have your Test Authorization Code with you when you arrive at the test center. You cannot attempt your exam without the Test Authorization Code, and no refund will be provided.
- Please arrive at the test center at least 15 minutes prior to your scheduled exam.
- Parking and other test center specific instructions are included in your confirmation email.

[Register here](#)

Online

Prior to registering for an exam, please follow the steps below at least 5 days prior to you preferred exam date/time:

1. Test your Internet [connection](#). Run the test twice: once with the default server and then to a server in Arizona (e.g. Phoenix, AZ; Tempe AZ, Tucson, AZ; etc.) Results to an Arizona server must meet these minimum requirements:
 - o Ping times must be less than 200ms
 - o Jitter must be less than 50ms
 - o Download and upload must be greater than 1Mbps
2. Ensure your computer meets other requirements outlined in this [Guide](#). Some of the requirements are:
 - o A webcam is required - built in webcams ARE permitted
 - o A microphone is required - headsets are NOT permitted
 - o Sentinel Secure software must be installed (MS Windows and MAC supported)
3. If you encounter any problems, contact Kryterion Support:
 - o Voice: 866-227-7116 (U.S.) or +001-602-714-8235 (International)
 - o Live Chat: www.kryteriononline.com/Support, then click on "LIVE HELP"
 - o Email: OLPsupport@KryterionOnline.com
4. If required, create a new account by clicking [here](#).
5. If you already have an account, login to [Webassessor](#).
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7. Find the exam you wish to attempt.
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11. If you have a Voucher/Coupon code, enter the code and click Apply.
12. If the exam details are correct, click Checkout.
13. If using a credit card, choose your payment type and click Submit.
14. After confirming payment, click Done.
15. You will receive a confirmation email.

[Register here](#)

Exam Topic Area Summary

The following summarizes the percentage of each topic area included on the exam:

- Data Management - 2%
- Product Administration - 27%
- Security Administration - 14%
- System Administration - 53%
- User Administration - 2%

Related Training and Documentation

Although not required, the following training courses and documentation cover content included in this exam:

- Training courses found on Campus:
 - M3: v13x Administering Documents and Media
 - M3: v13x Administering LifeCycle Manager
 - M3: v13x Administering M3 Enterprise Collaborator
 - M3: v13x Administering Security
 - M3: v13x Administering Smart Office
 - M3: v13x Administering the System – Advanced
 - M3: v13x Administering the System – Introduction
 - M3: v13x Configuring ION Enterprise Search
 - M3: v13x Introducing the Technology
 - M3: v13x Using SQL

Exam Objectives by Topic Area and Resource

This certification exam includes the following exam objectives by topic and course.

Resource and related exam objective(s)	Topic Area and Percentage				
	Data Management	Product Administration	Security Administration	System Administration	User Administration
	2%	27%	14%	53%	2%
M3: v13x Administering Documents and Media					
Configure the Document and Media Management settings.		X			
Describe the troubleshooting techniques for the document and media output process.				X	
Manage document output using M3 Document and Media Management.		X			
M3: v13x Administering LifeCycle Manager					
Describe the LifeCycle Manager (LCM) architecture.				X	
Describe the purpose of Infor LifeCycle Manager (LCM).				X	
Manage M3 Business Engine fixes using LifeCycle Manager.				X	
Manage M3 product fixes using LifeCycle Manager.				X	

Resource and related exam objective(s)	Topic Area and Percentage				
	Data Management	Product Administration	Security Administration	System Administration	User Administration
	2%	27%	14%	53%	2%
Manage object security in LifeCycle Manager.				X	
M3: v13x Administering M3 Enterprise Collaborator					
Describe M3 Business Messages (MBMs).				X	
Describe periodic M3 Enterprise Collaborator (MEC) maintenance options.		X			
Describe the components and integration of M3 Enterprise Collaborator (MEC).				X	
Describe the Infor M3 Enterprise Collaborator (MEC) structure.				X	
Explain the purpose and features of the M3 Enterprise Collaborator (MEC) Management pages.				X	
M3: v13x Administering Security					
Describe how to apply data security to control user access to data records.			X		
Describe how to map Grid roles to users and groups.			X		
Describe the Infor M3 security model.			X		
Enroll users in M3 companies and divisions.			X		
Explain how to use field security to prevent users from changing or seeing certain fields.			X		
Implement M3 role-based security.			X		
M3: v13x Administering Smart Office					
Access various logs to troubleshoot Infor Smart Office problems.		X			
Describe the Infor Smart Office server/client architecture.		X			
Describe the main functionality of Infor Smart Office.		X			
Manage Infor Smart Office settings.		X			
Set up user and administrator access to Infor Smart Office.		X			
M3: v13x Administering the System – Advanced					
Administer the Infor M3 Output Solution (MOS).				X	
Copy data using LifeCycle Manager (LCM).				X	
Create M3 system configurations.				X	
Manage M3 fixes.				X	
Manage M3 jobs.				X	
Manage the M3 Grid.				X	
M3: v13x Administering the System – Introduction					
Add and enroll users in Infor M3.					X
Describe M3 maintenance options.				X	
Describe the M3 user interface components.		X			
Describe the main features of Infor Smart Office.				X	

Resource and related exam objective(s)	Topic Area and Percentage				
	Data Management	Product Administration	Security Administration	System Administration	User Administration
	2%	27%	14%	53%	2%
Describe the roles of the various servers and software components in the Infor M3® application.				X	
Identify M3 environment properties.				X	
Locate various M3 environment directories and database schemas.				X	
Monitor Infor M3 applications using the Infor Grid Management Pages.				X	
Stop and start M3 environments.				X	
M3: v13x Configuring ION Enterprise Search					
Administer ION Enterprise Search.		X			
Describe how to configure searches using ION Enterprise Search.		X			
Describe how to execute searches using ION Enterprise Search.		X			
Describe the key features of ION Enterprise Search.		X			
M3: v13x Introducing the Technology					
Describe the technical framework of Infor M3.				X	
Identify the main components of Infor M3 System Foundation.				X	
M3: v13x Using SQL					
Locate data in database tables using the Infor M3 Metadata Publisher (MDP) tool.	X				
Locate database tables using SQL Server Management Studio (SSMS).	X				

Questions and Help

Additional Certification Program information is available at www.infor.com/certification

Additional information about Infor Education training courses is available at www.infor.com/education.

If you experience any issues when registering for a certification exam, please contact olpsupport@kryteriononline.com.

If you need help registering for a training course, please contact:

- For Americas: EducationAmericas@infor.com
- For Europe, the Middle East and Africa: EducationEMEA@infor.com
- For Asia Pacific: EducationAPAC@infor.com

Sample Questions

The sample questions below provide examples of the types of questions included on the certification exams delivered through the Webassessor testing platform. The correct answers are provided for reference purposes only in the following Key to Sample Questions section. **Note:** The Webassessor platform randomizes all certification question items and answer options during the exam.

1. A user can log on to Smart Office, but cannot access the M3 application. Which one of the following nodes should you check to ensure its connected and running in the M3 BE environment?
 - A. M3-API-WS node
 - B. M3Master node
 - C. MangoServer node
 - D. LCM node
2. Which one of the following tools is used to upload Interest Center (IC) packages to Infor M3?
 - A. Eclipse Integrated Development Environment (IDE)
 - B. LifeCycle Manager (LCM)
 - C. M3 Interest Center Manager (MIM)
 - D. M3 Metadata Publisher (MDP)
3. Which one of the following types of integration connections can you create using M3 Enterprise Collaborator?
 - A. Inbound, Synchronous communication
 - B. Outbound, Synchronous communication
 - C. Outbound, Asynchronous communication
 - D. Inbound, Asynchronous communication
4. Which one of the following steps is required to allow a user access to the Smart Office client?
 - A. Mapping a user to the User role
 - B. Mapping a user to the app-user role
 - C. Enrolling the user in M3
 - D. Customizing canvas files
5. Which one of the following Infor M3 security levels is built in and exists as an integral part of the logic flow in some areas of the system?
 - A. General
 - B. Application
 - C. Database
 - D. Enterprise
6. Which two of the following statements describe the scope of field security in Infor M3? Choose 2 answers.
 - A. The default access level of a field group can be set differently in different divisions of the same company.
 - B. The list of fields connected to a field group is the same for all divisions of the same company.
 - C. A field can be connected to only one field group per company.
 - D. User groups cannot be used with field security.

7. Which three of the following options are commonly referred to as objects that you can set security to in LCM? Choose 3 answers.
- A. Products
 - B. Customer Correction Self Service
 - C. Grid
 - D. Installations
 - E. Environments
 - F. Directories
8. You have a specific need to create a custom business message. Which two of the following names are the category names from which the developer will choose? Choose 2 answers.
- A. Proprietary Business Messages (PBM)
 - B. Standard Business Messages (SBM)
 - C. Extensible Markup Language (XML) Business Messages (XBM)
 - D. Application Business Messages (ABM)
9. Which one of the following components is the central point of the LifeCycle Manager (LCM) architecture?
- A. LCM client
 - B. LCM service
 - C. LCM server
 - D. LCM host
10. Which one of the following Infor M3 tiers allows Infor M3 to create customizations of the interface?
- A. User and access tier
 - B. Application server tier
 - C. Web server tier
 - D. Grid tier
11. Which one of the following options would you use to apply fixes, install feature packs, manage the entire Infor M3 application suite, and manage grids and grid applications?
- A. M3 Enterprise Collaborator (MEC)
 - B. M3 Metadata Publisher (MDP)
 - C. M3 Grid
 - D. LifeCycle Manager (LCM)
12. Select from each drop-down list on the right the status of the StreamFile in Output. Manage per Job (MNS206) that corresponds with each description on the left. Use each option only once. Use each option only once.
- | | | |
|---|---|---------------------------------|
| A. Output has successfully been sent to StreamServe | <input type="text" value="Choose One"/> | MSG |
| B. Held, ready to be sent | <input type="text" value="Choose One"/> | SAV |
| C. Output has not been sent to StreamServe | <input type="text" value="Choose One"/> | PND |
| D. The printer-job is added in the queue | <input type="text" value="Choose One"/> | SAV with a 1 in the HOLD column |
| E. The printer program has been started | <input type="text" value="Choose One"/> | SND |
| F. The stream file is being sent to an output service | <input type="text" value="Choose One"/> | OPN |

Note: In Webassessor the responses on the right display in a drop-down list box.

13. Which two of the following processes would you use to install M3 Business Engine fixes? Choose 2 answers.
- A. Fix the applications in the Grid
 - B. Apply shared objects and MVX software components
 - C. Retrieve fix from the Infor server
 - D. Apply MCE to each M3BE environment
 - E. Open Text Stream Serve installation
14. Which two of the following Job Schedule Information Open (SHS230) settings should you use to schedule the Infor M3 Night Run? Choose 2 answers.
- A. Type of journal/transaction log maintenance
 - B. Every day of the week
 - C. Time (the time of day or night with the lowest system activity)
 - D. Repetitive action (e.g., once per week)
15. Which one of the following M3 BE fix types makes significant changes to the installation level and contains both corrections and new functionality?
- A. Maintenance Correction Pack (MCP)
 - B. Feature pack
 - C. Service pack
 - D. Downgrade
 - E. Modification
16. Which one of the following LifeCycle Manager (LCM) options do you use to configure bindings?
- A. Subsystem Runtime Configuration
 - B. Run Job
 - C. System Configurations
 - D. API Repository
17. You need to make sure that the grid is active using the Infor Grid Management Page. Which one of the following icons displays next to the grid name showing that the grid is active?
- A. A green arrow
 - B. A yellow arrow
 - C. A white arrow
 - D. An orange arrow
18. You stop the M3BE application from the application's Management Pages by using the Shutdown command. Which one of the following levels do you apply that command?
- A. Group
 - B. Manager
 - C. Coordinator
 - D. Individual user

19. Which one of the following LifeCycle Manager (LCM) options do you use to configure bindings?

- A. Run Job
- B. System Configurations
- C. API Repository
- D. Subsystem Runtime Configuration

20. Which one of the following license types Identifies users who require access to Infor M3 but do not process any business transactions in Infor M3 on behalf of the customer?

- A. Full
- B. Limited
- C. Support/Service
- D. Non-licensed users

Key to Sample Questions

The correct answers for the Sample Questions are provided here for reference purposes only. **Note:** The Webassessor platform does not provide correct answers/feedback during the exam.

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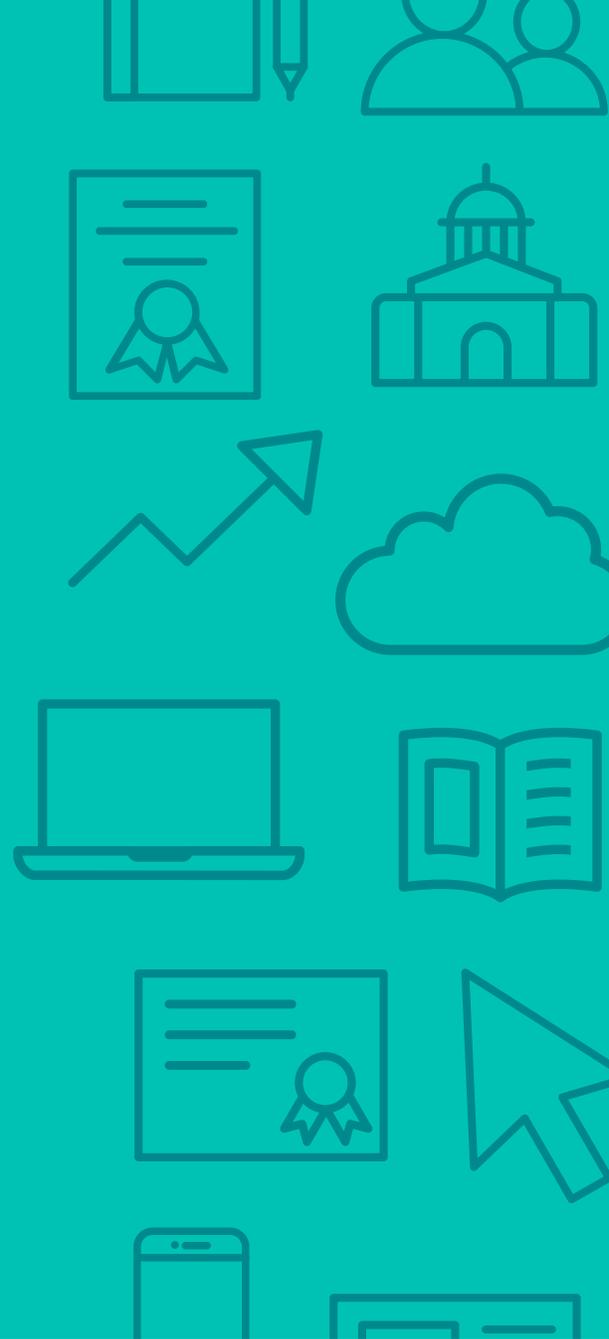
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