



Practice Quiz – CM Session 1 Answers

1. The fundamental principle(s) of the Maestro User Interface is:
 - a) For users to be able to use both mouse and keyboard
 - b) For consistency in functionality from module to module
 - c) Both a & b
 - d) To Play movies

Answer: C
2. The Title Bar is located:
 - a) At the bottom of the screen
 - b) At the side of the screen
 - c) At the top of the screen

Answer: A
3. What does F8 do:
 - a) Create
 - b) Edit
 - c) Drill Down
 - d) Look Up

Answer: D
4. Why is it important to search before adding new clients to the database?

Answer: To see if there is an existing profile, prevent duplications.
5. Why is it important to press Enter?

Answer: To save your work
6. True or False: the Charge Fee can be modified if you have the authorized function?

Answer: True, the authorized function code is CM 2
7. Where do you add Health Attributes?

Answer: In Client Profile
8. True or False: The spa booking can be created without filling in all the mandatory fields?

Answer: False
9. What is the difference between Spa Booking Text within the booking screen vs. the Spa Text within the Client Profile screen?

Answer: Spa Booking Text are notes that pertain to the booking vs. Spa Text are notes regarding the client, the text stays in history.
10. List the 4 different types of Status in a booking?

Answer: Confirm, Tentative, Waitlist, Turnaway