

Odoo v16 Certification: Your Complete Guide to Passing the Exam

Are you ready to dive into the world of **Odoo v16 certification**? This guide will help you understand everything you need to know to pass the exam with flying colors.

Understanding Odoo v16 Certification

The **Odoo v16 certification** is a professional recognition that showcases your *knowledge* and *skills* in using Odoo software effectively. This certification can open doors for job opportunities and enhance your resume.

Preparing for Odoo v16 Exam Questions

When preparing for the certification, it's important to familiarize yourself with potential exam questions. Focus on areas such as:

- **Configuration settings**
- **Modules and their functionalities**
- **Implementation processes**
- **Common troubleshooting scenarios**

Choosing the Right Odoo v16 Training

Selecting the right training program can make all the difference. Look for courses that cover the full spectrum of **Odoo functionalities**. Some key aspects to consider include:

- **Experienced instructors**
- **Hands-on projects**
- **Comprehensive curriculum**
- **Access to forums or support groups**

The Value of Odoo v16 Practice Tests

Practice tests are a fantastic resource for anyone studying for the Odoo certification exam.

They help you:

- **Identify your strengths and weaknesses**
- **Familiarize yourself with the exam format**
- **Build confidence** before the actual test

Consider taking multiple practice tests to gauge your understanding and improve your **time management skills** during the exam. You might find helpful materials at [this link](#) to assist your preparation.

Creating Your Odoo v16 Course Schedule

Having a structured course schedule will help you stay organized and on track. Here's how you can design your study plan:

- **Dedicate specific days for each module**
- **Set milestones to measure your progress**
- **Include time for revision and practice tests**

Tips for Odoo Certification Preparation

Here are some additional tips to prepare effectively for your **Odoo certification**:

- **Join study groups** to share knowledge
- **Utilize online forums** for doubt clarification
- **Stay updated** with the latest Odoo features
- **Regularly review** your past test results to track your improvement

Also, make sure to explore resources available at [this page](#) for additional insights and materials.

Conclusion

Achieving the **Odoo v16 certification** is a rewarding endeavor that requires dedication and structured preparation. By understanding the exam format, engaging with robust training, practicing regularly, and following a solid study schedule, you'll be well on your way to success.

Remember, the key to passing the exam lies in consistent effort and a proactive approach to your learning. Good luck!

Real Exam Questions 2025

Below given questions are for demo purposes only. **The full version** is up-to-date and contains actual questions and answers.

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Odoo

Odoo-v16
Odoo-v16 Certification Exam



Questions and Answers (PDF)

For More Information - Visit:
<https://www.certkillers.net/>

Latest Version: 9.1

Question: 1

The Timesheet mobile app...

- A. Needs an internet connection
- B. Can be used offline to record timesheets

Answer: B

Question: 2

Look at the screenshots carefully. Why is the "Delivered" field still empty ?

1.00 Timesheets

Project(s) Overview

1 Tasks

S0169

Customer

Invoice Address

Delivery Address

Quotation Template

Test Field

Azure Interior

Azure Interior

Azure Interior

Default Template

Hello

Confirmation Date

Payment Terms

Delivery Method

12/05/2018 10:17:14

End of Following Month

Normal Delivery Charges

\$ 0.00

Order Lines

Optional Products

Other Information

Product	Description	Ordered Qty	Delivered Quantity	Invoiced Quantity	Unit Price	Cost	Taxes	Subtotal
Senior Consulting	Senior Consulting	10.000	0.000	0.000	120.00	0.00	Tax 15.00%	\$ 1,200.00

Untaxed Amount:

Taxes:

Total:

\$ 1,200.00

\$ 180.00

\$ 1,380.00

- A. Probably because the timesheets need to be validated
- B. The "Delivered" field is filled when timesheeted hours equal the "Ordered" quantity on the sales order
- C. Only products set as "Milestone" have the "Delivered" field populated when timesheeting

Answer: B

Question: 3

When entering timesheets, how is the timesheet cost generated?

- A. By setting a timesheet cost on the employee form
- B. By setting a timesheet cost on the product form
- C. By setting a timesheet cost on the task form

Answer: A

Question: 4

What happens when a sales order is validated, including a product with the following configuration?

Product Name
★ Senior Consulting

☒ Can be Sold ☒ Can be Purchased

General Information Sales Purchase Accounting

Product Type Service

Invoicing Policy Based on Milestones

Create on Order Project

Sales order lines define milestones of the project to invoice by setting the delivered quantity. Create a project for the order with a task for each sales order line to track the time spent.

Sales Price \$ 1.00

Customer Taxes

TaxCloud Category

Cost \$ 0.00 per Hours

Product Category All

Internal Reference

Barcode

Project Template

Unit of Measure Hours

Purchase UoM Hours

- A. A task is created in a new project and I can invoice timesheeted (delivered) quantity
- B. A task is created in a new project and I can invoice the ordered quantity of the sales order at any time.
- C. A new project is created and I can manually set the delivered quantity to invoice on the sale order

Answer: C

Question: 5

What happens when a sales order is validated, including a product with the following configuration

Product Name
 **Consulting**

☒ Can be Sold
 ☒ Can be Purchased

General Information Sales Purchase Accounting

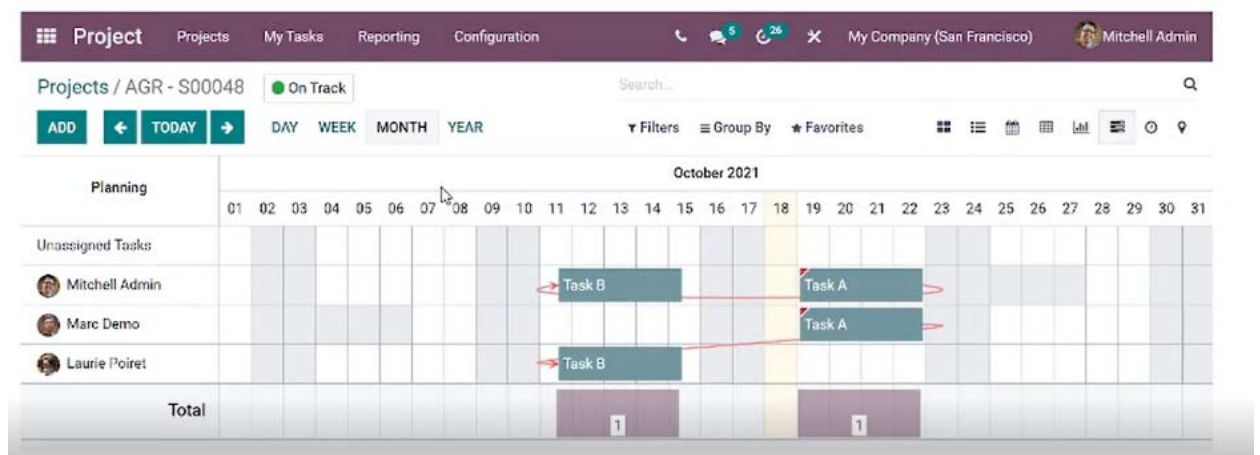
Product Type	Service	Sales Price	\$ 125.00
Invoicing Policy	Based on Timesheets	Customer Taxes	
Create on Order	Project & Task	TaxCloud Category	
	Invoice based on timesheets (delivered quantity), and create a project for the order with a task for each sales order line to track the time spent.		
Cost		Product Category	All
Project Template		Internal Reference	
Unit of Measure	Hours	Barcode	
Purchase UoM	Hours		

- A. A task is created in a new project and I can invoice the timesheeted (delivered) quantity
- B. A task is created in a new project and I can invoice the ordered quantity of the sales order at any time.
- C. A task is created in a new project and I can invoice the quantity of the sales order only when the delivered quantity equals ordered quantity

Answer: A

Question: 6

Which statement is true ?



- A. Task B should be completed before Task A
- B. Task B is planned before Task A, when Task A should be completed first and is not done already
- C. Task B is planned before Task A, when Task A should be completed first and already is

Answer: B

Question: 7

What information can you find in the project updates ?

- A. The number of hours remaining is based on the hours sold, planned and recorded
- B. The profitability of the project in relation to its budget, costs, and revenues
- C. The milestones that have recently been added or updated

Answer: B

Question: 8

What happens when confirming a sales order containing the following product ?

 **Developer (Plan services)**

☒ Can be Sold ☒ Can be Purchased ☐ Recurring ☐ Can be Rented

General Information

Attributes & VariantsSalesPurchaseAccountingeBay

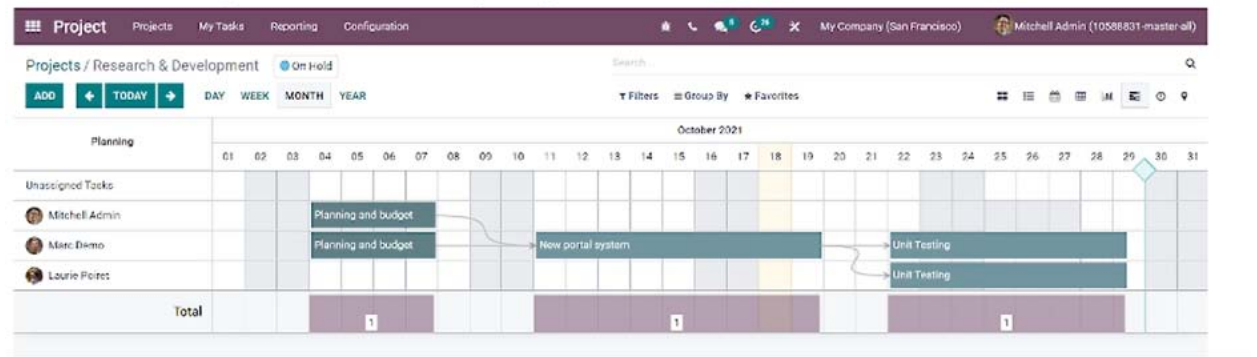
Product Type	Service	Sales Price	\$ 200.00 (= \$ 230.00 Incl. Taxes)
Invoicing Policy	Prepaid/Fixed Price	Customer Taxes	Tax 15.00%
Create on Order	Nothing	TaxCloud Category	
Plan Services	☒ as Developer	Cost	\$ 150.00 per Hours
	Invoice ordered quantities as soon as this service is sold.	Product Category	All / Saleable / Services
	Warn the salesperson for an upsell when work done exceeds 100% of hours sold. (1 Hours = 1.00 Hours)	Internal Reference	Version 1
		Barcode	
		Company	

- A. The salesperson in charge will automatically be assigned an activity when 80% of the hours sold have been performed
- B. A new project is automatically generated and assigned to a developer
- C. A new shift automatically generated for the developer role

Answer: C

Question: 9

What does the green diamond shape represent?



- A. The deadline for the project
- B. The next milestone of the project

Answer: B

Question: 10

What will happen when you confirm a sales order with drop shipping selected as a route?

The screenshot shows a sales order confirmation screen for quotation S00044. The screen displays customer details, expiration date, and a table of order lines. The route is set to 'Dropship'.

Product	Description	Route	Quantity	UoM	Package	Unit Price	Taxes	Subtotal
[FURN_1118] Corner Desk Black	[FURN_1118] Corner Desk Black	Dropship	1.000	Units		85.00		\$ 85.00

- A. A delivery order is generated going from your vendor's location directly to your customer's location, without the need for a purchase order
- B. An RFQ will be generated for your vendor, you will receive the product, then deliver it directly to your customer
- C. An RFQ will be generated for the product's vendor, and upon confirmation, a corresponding dropship order will go directly to the customer's location from the vendor's location

Answer: C

Question: 11

What type is this (Employees) field?

The screenshot shows the NetSuite interface for managing assets. The top navigation bar includes Accounting, Dashboard, Customers, Vendors, Accounting, Reporting, and Configuration. The main header indicates the current page is 'Assets / Canon Printer 3510'. Below the header, there are buttons for 'MODIFY DEPRECIATION', 'SAVE AS MODEL', and 'CANCEL ASSET'. The main content area shows the 'Asset Name' as 'Canon Printer 3510'. Below this, there are tabs for 'Asset', 'Depreciation Board', 'Bills', and 'Owner'. The 'Owner' tab is selected, showing 'Owner' as 'Employee' and 'Date of Ownership' as '02/08/2023'. The 'Ownership Type' is set to 'Multiple Employees'. A table titled 'Employees' is displayed, with columns for 'Employee Name' and 'Department'. The table contains two rows: 'Mike' in 'Sales' and 'Sara' in 'Sales', each with a delete icon (X) in the third column. An 'Add a line' button is at the bottom of the table.

Employee Name	Department	
Mike	Sales	X
Sara	Sales	X
Add a line		

- A. Many2many
- B. Related field
- C. One2many

Answer: A

Question: 12

Can limit a document approval to a certain user?

- A. Yes, by defining the Responsible on the approval rule
- B. No, the approval rule is applied on groups only

Answer: A

Question: 13

What type of notification can you send for tasks that reaches a certain stage?

- A. Email Only

- B. SMS Only
- C. Email and/or SMS

Answer: C

Question: 14

What is this number next to the project represents??

The screenshot shows a 'Timesheets' application interface. At the top, there are tabs for 'Timesheets', 'To Validate', 'Reporting', and 'Configuration'. Below the tabs, there's a search bar and a 'Project' dropdown. The main area displays a table with columns for days of the week (Sun, Apr 30 to Fri, May 5) and rows for different projects: Bayut new Lounge, ABYAT, Capital Park, and APEX new HQ. Each cell in the table contains a time value. At the bottom, there's a summary row showing totals for each day.

	Sun, Apr 30	Mon, May 1	Tue, May 2	Wed, May 3	Thu, May 4	Fri, May 5
Bayut new Lounge +26:00	1:00	0:00	0:00	0:00	0:00	0:00
ABYAT -08:00	78:00	0:00	0:00	0:00	0:00	0:00
Capital Park +46:00	0:00	0:00	3:00	0:00	1:00	0:00
APEX new HQ +144:00	0:00	0:00	6:00	0:00	0:00	0:00
Add a line						
	79:00		9:00		1:00	

- A. The difference between the Allocated Hours on the project and its total recorded timesheet
- B. The difference between the Allocated Hours on the tasks and its total recorded timesheet

Answer: A

Question: 15

With this configuration, can Mike read this article?

The screenshot shows a 'Knowledge' application interface. On the left, there's a sidebar with 'Favorites' and 'Workspace' sections. The main area displays an article titled 'PMO FAQ'. A sharing dialog is open on the right, showing options to 'Share to web' and 'Internal Members'. The 'Internal Members' list includes 'Mike' with a 'Can write' permission.

PMO FAQ

PMO Roles

- What is PMO?
- Who does the Analysis?
- What template to use?

Data Sharing Policy

- How do I get approval before sharing sensitive data?
- Who can approve?

Plans

- How to prepare a Project Charter?
- How to prepare a Stakeholder Engagement Plan?
- How to prepare a Project Plan?

PMO Roles

What is PMO?

A Project Management Office (PMO).

- A. Yes, because he is an internal member
- B. No, because the article isn't published
- C. No, because Mike has a No Access restriction on the article

Answer: C

Question: 16

How can I deny access to a workspace article to a particular user?

- A. By Locking the article
- B. By granting that user a No Access right
- C. By granting that user a Write right

Answer: B

Question: 17

Assuming it's January 7th, 2023, in which of the following cases will you be able to register?

A)

Tickets								
Communication								
Notes								
Name	Product	Price	Sales Start	Sales End	Maximum	Confirmed	Unconfirmed	
VIP	Event Registration	1,000.00		01/16/2023 15:00:00	4	4	0	

B)

Tickets								
Communication								
Notes								
Name	Product	Price	Sales Start	Sales End	Maximum	Confirmed	Unconfirmed	
Standard	Event Registration	0.00	01/09/2023 10:00:00	01/16/2023 15:00:00	500	4	0	

C)

Tickets								
Communication								
Notes								
Name	Product	Price	Sales Start	Sales End	Maximum	Confirmed	Unconfirmed	
Basic	Event Registration	30.00	01/04/2023 10:00:00	01/16/2023 15:00:00	75	4	0	

- A. Answer A
- B. Answer B
- C. Answer C

Answer: C

Question: 18

What kind of configuration is necessary for cash basis transactions?

- A. Based on payments'
- B. Based on invoice'
- C. Based on payments' and ' Based on invoice'

Answer: A

Question: 19

What does the "Affect Base of Subsequent Taxes" option do when activated on a

- A. The current tax will be added to the base on which the next tax (listed after the current one in the taxes' list) will be applied.
- B. The next tax (listed after the current one in the taxes' list) will be added to the base on which the current tax will be applied.
- C. The amount of the tax will be included in the price.
- D. It will summon an army of minions.

Answer: A

Question: 20

Why is the order of the taxes' list crucial?

- A. It defines the order in which the different taxes are displayed on the invoices, between the subtotal and the total.
- B. It defines in which order the taxes are computed.
- C. It is not crucial; it only allows us to keep our list well organized.
- D. Because taxes that affect the base of subsequent taxes and that are mapped in Fiscal Positions need to be next to each other for them to be correctly applied when you create a new invoice for a customer based abroad or taxed differently.

Answer: B

Question: 21

What information do you need to enter into the Odoo database settings to connect

the AvaTax account to Odoo?

- A. The AvaTax exemption certificate and tax return code.
- B. The AvaTax tax codes.
- C. The AvaTax account number and License Key.
- D. The AvaTax username and password.

Answer: C

Question: 22

When does AvaTax NOT automatically calculate the tax?

- A. When a quotation is confirmed into a sales order.
- B. When you validate a delivery order.
- C. When you validate a draft invoice.
- D. When a customer views their subscription in the customer portal.

Answer: B