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Appian Certified Analyst

Appian ACA100

Version Demo

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Topic Break Down

Topic	No. of Questions
Topic 1, Application Design	36
Topic 2, Data Management	1
Topic 3, Process Modeling	11
Topic 4, User Interface Design	5
Topic 5, Application Security	1
Topic 6, Application Deployment	1
Topic 7, Mix Questions	1
Total	56

QUESTION NO: 1

You are designing a user interface that requires a confirmation message when the user attempts to delete a row.

Review the image with the confirmation message:

"Are you sure you want to delete the item?"

According to best practices, which button labels should you choose?

- A. Cancel, Delete
- B. Back, Next
- C. Reject, Approve
- D. False, True

ANSWER: A

Explanation:

Cancel, Delete is the appropriate button pairing for a confirmation message that precedes deletion. The labels describe the two meaningful outcomes in direct, user-centered language: *Cancel* leaves the item unchanged and closes the confirmation, while *Delete* explicitly carries out the irreversible or potentially destructive action. Clear, action-specific labels are especially important in destructive-action dialogs because users should be able to understand the consequence of their selection without interpreting generic navigation or boolean terminology.

In an Appian interface, this wording supports an intentional and predictable user experience: the confirmation message asks whether deletion should occur, and the affirmative button repeats the exact action that will occur. This creates a clear connection between the user's decision and the resulting system behavior. Appian's SAIL design guidance emphasizes designing interfaces that are clear, concise, and easy for users to understand, including using meaningful labels for actions. See [Appian SAIL Design Guidance](#). The same principle aligns with the W3C guidance that dialog controls should use understandable labels that clearly identify their purpose: [WAI-ARIA Modal Dialog Pattern](#).

QUESTION NO: 2

Which three use cases are best suited for implementation with Appian?

- A. A use case that requires integrations with different systems
- B. A use case that can be developed and run offline only
- C. A use case that requires multiple approval workflows
- D. A use case that requires the editing of documents without third-party integration
- E. A use case that requires reporting and displaying graphs

ANSWER: A C E

Explanation:

A use case that requires integrations with different systems is well suited to Appian because Appian applications can connect to external systems through integrations, enabling business processes to retrieve, create, and update data across enterprise platforms and web services. This makes Appian particularly effective as a unified process and user-experience layer over multiple systems of record. Appian's integration capabilities are documented in its [Integrations documentation](#).

A use case that requires multiple approval workflows is also a strong fit because Appian process models orchestrate work among people and systems. Tasks can be routed to the appropriate users or groups, sequenced through several review stages, and managed with rules, deadlines, escalations, and auditability. These capabilities support controlled, repeatable business processes that involve layered approvals.

A use case that requires reporting and displaying graphs fits Appian because interfaces can present operational information through reports, charts, and dashboards. Appian records and related data can be summarized and visualized so users can monitor process outcomes and make decisions within the same application experience. The platform's [Reporting Views documentation](#) describes how report data can be configured and displayed for application users.

QUESTION NO: 3

A claims application requires two independent reviews after a claim is submitted: a fraud review and a coverage review. The claim can proceed to settlement only after both reviews are complete.

Which BPMN gateway should be used to split the process into the two reviews and later synchronize the paths?

- A. XOR gateway
- B. AND gateway
- C. OR gateway
- D. Complex gateway

ANSWER: B

Explanation:

AND gateway is correct because both review activities must occur, and the process must wait until both paths have completed before continuing to settlement. An AND gateway creates parallel paths when splitting the flow and synchronizes those paths when they join.

An XOR gateway would select only one review path, which does not meet the requirement. An OR gateway can allow one or more paths to proceed depending on conditions, but the stated requirement requires both reviews for every claim.

QUESTION NO: 4

A business team is defining discount eligibility for customer renewals. Eligibility depends on customer tier, renewal value, contract term, and whether the customer has an unresolved payment issue. The policy contains several combinations that business stakeholders expect to change over time.

Which approach should the Appian Analyst use to document the decision logic clearly for review with stakeholders?

- A. A decision table
- B. A process model
- C. A persona definition
- D. A wireframe

ANSWER: A

Explanation:

A decision table is the best approach because it presents combinations of business conditions and their resulting outcomes in a structured format that stakeholders can review. It is particularly suitable when eligibility is determined by several related inputs, such as customer tier, value, term, and payment status. A decision table makes gaps, conflicting rules, and exceptions easier to identify before implementation.

A process model would show the overall workflow and routing, but it is less effective for documenting a large set of policy combinations. A persona describes a user group, while a wireframe describes a proposed user experience; neither defines the underlying eligibility policy.

QUESTION NO: 5

A development team has completed a usable increment of an Appian application at the end of a sprint.

Which two activities are appropriate during the Sprint Review? Select two.

- A. Demonstrate the completed functionality to stakeholders
- B. Collect feedback that may affect future backlog priorities
- C. Agree on improvements to the team's working practices
- D. Assign every task for the next sprint

ANSWER: A B

Explanation:

Demonstrate the completed functionality to stakeholders and **collect feedback that may affect future backlog priorities** are appropriate during the Sprint Review. The review provides an opportunity to inspect the increment with stakeholders and adapt the Product Backlog as new feedback or business conditions emerge.

Discussing team-working improvements belongs primarily in the Sprint Retrospective. Assigning every task for the next sprint is not the purpose of the Sprint Review; planning upcoming work occurs through backlog refinement and Sprint Planning.