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## Archer Certified Administrator-Expert Sample Questions (Q33-Q38):

### NEW QUESTION # 33

How does the pre-built content of the Question Library vary from one organization to another?

- A. The pre-built Question Library content varies based on the support model selected.
- **B. The pre-built Question Library content depends on the use cases licensed.**
- C. The pre-built Question Library content depends on the deployment option used.
- D. The pre-built Question Library content is the same for any number of use cases licensed.

**Answer: B**

Explanation:

The Archer Question Library is a centralized repository of questions used to build questionnaires.

According to the Questionnaires and Assessment Maintenance curriculum, the "Out of the Box" (OOTB) content provided by Archer is modular. When an organization licenses a specific Use Case (e.g., IT Security Risk Management, Third Party Governance, or Business Continuity), the relevant question sets for those domains are imported into the library.

For example, an organization that only licenses Third Party Governance will have a Question Library populated with vendor-related assessments (like SIG or ISO-based questions), but they will not see Business Continuity-specific questions unless that use case is also licensed. This ensures that the platform remains uncluttered and relevant to the specific business needs of the organization. The deployment option (On- Premise vs. SaaS) and the support model have no impact on the actual metadata content of the library; it is strictly driven by the licensed functional modules.

### NEW QUESTION # 34

Assume you make changes to an existing workflow design but you don't run the Bulk Update Jobs. What will happen to any records which existed before making the changes to the AWF?

- A. The active jobs for these records will fail
- B. The jobs will be marked as cancelled
- C. The records will automatically enroll in the new version of AWF
- **D. The records will process in the original version they were enrolled in.**

**Answer: D**

Explanation:

In Archer Advanced Workflow, "Versioning" is a core concept designed to ensure data integrity. When a record enters a workflow, it is "enrolled" in the specific version of the workflow that is active at that moment.

According to the Advanced Workflow Beyond the Basics curriculum, if an administrator modifies the workflow (e.g., adding a new node or changing a path) and saves it as a new version, the existing records do not automatically move to that new version.

Instead, they remain in the original version they were enrolled in. This prevents active records from

"breaking" if a node they were currently sitting on was deleted in the newer version. To move existing records to the latest logic, the administrator must manually use the Bulk Update Jobs tool found in the Advanced Workflow tab of the application. This tool validates whether the records can safely transition from the old version's current state to a corresponding state in the new version.

Without this manual action, the records will continue to follow the "legacy" path until they complete the workflow.

### NEW QUESTION # 35

Advanced Workflow Actions by E-Mail will allow users to do which of the following?

- A. Complete simple actions using buttons in the email body to move a record through a workflow.
- B. Complete simple drop-down menus for data entry before selecting the workflow action to move a record to the next stage of a workflow.
- **C. Complete simple actions using buttons in the email body to move a record through a workflow and append the text typed in the email body to the Workflow Action History field.**
- D. Add a workflow comment then use action buttons in the email body to move a record through a workflow.

**Answer: C**

Explanation:

Actions by E-mail (ABE) is a feature designed to allow executives and busy stakeholders to progress a workflow without logging into the Archer UI. According to the Advanced Workflow Beyond the Basics course, ABE notifications include specific "action buttons" (e.g., Approve, Reject, Needs More Info).

When a user clicks a button, a new email is generated with a unique encoded string. If the user types a message in that reply email, the Archer Mail Processing Service parses the response. It not only moves the record to the next node based on the button clicked but also captures any text the user typed and appends it to the Workflow Action History (or a designated "Comments") field. This ensures that the rationale for the decision is audited within the record. Option A is incomplete because it ignores the comment-capturing capability, and Option C is incorrect because ABE does not support complex UI elements like drop-down menus within the email client.

### NEW QUESTION # 36

Which Advanced Workflow node allows you to transition to different paths based on a specified rule?

- **A. Evaluate Content node**
- B. Wait for Content Update node
- C. Update Content node
- D. User Action node

**Answer: A**

Explanation:

In Advanced Workflow (AWF), logic-based branching is handled by the Evaluate Content node. As taught in the Advanced Workflow Beyond the Basics course, this node acts as a "decision engine" within the workflow. An administrator configures one or more rules within the node that evaluate the fields of the record currently in the workflow.

Based on whether these rules evaluate to true or false, the record is routed down different paths (outbound transitions). For example, an Evaluate Content node might check the "Risk Rating" of a record; if the rating is "High," it transitions to an Executive Approval node; if it is "Low," it transitions directly to the Archive node.

This is distinct from a User Action node (Option D), where the path is chosen manually by a person, or an Update Content node (Option B), which simply changes a field value without necessarily redirecting the workflow path.

### NEW QUESTION # 37

When importing data through the Data Import Wizard, if you choose the Import Type as "Update Existing Records", which of the following is true?

- A. Matching records will be discarded and unmatched records will be added as new records.
- **B. Matching records will be updated and unmatched records will be discarded.**
- C. A number of the matching records will be updated.
- D. Matching records will be updated and unmatched records will be added as new records.

**Answer: B**

### NEW QUESTION # 38

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