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## ACA Exam Practice Questions and Answers 2022 with complete solution

It has been said that "The French Revolution marked the beginning of a new era in archives administration." Which of the following developments makes the French Revolution such a watershed in archival history?

- 1) It was during this time that the principle of the accessibility of archival records to the public was established.
- 2) Beginning in 1789, government offices initiated the practice of permanently retaining both incoming and outgoing copies of official correspondence.
- 3) French archivists from that period established the theory that archival records should be appraised on the basis of evidential and informational value.
- 4) It marked the first time that a government agency codified the different roles of public librarians and archivists who keep public records. Ans - 1) It was during this time that the principle of the accessibility of archival records to the public was established.

Which one of the following categories of government records is expressly covered by the United States Freedom of Information Act (FOIA)?

- 1) Judicial branch.
- 2) Executive branch
- 3) Legislative branch
- 4) All records of the federal government. Ans - 2) Executive branch

The newly hired archivist of a local historical society in a town of 10,000 people wishes to raise funds for publicity and outreach. The first step is to:

- 1) send a letter of appeal to members of the community.
- 2) set up an advisory board.
- 3) assess the institution's mission and goals.

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## Appian Certified Analyst Sample Questions (Q13-Q18):

### NEW QUESTION # 13

You are part of an Agile team, and your responsibilities and attributes include:

A keen understanding of the business, the customer, and the market

The ability to clearly express product backlog items

The ability to prioritize the backlog to optimize the value of what the team will deliver The ability to order the items in the product backlog to best achieve goals and missions.

What is your role name?

- A. Sponsor
- B. Scrum Master
- C. Appian Analyst
- **D. Product Owner**

**Answer: D**

Explanation:

The responsibilities and attributes described are aligned with the role of a Product Owner in an Agile team. The Product Owner is responsible for maximizing the value of the product resulting from the work of the development team. They have a deep understanding of the business, customer needs, and market trends, and they use this knowledge to manage and prioritize the product backlog.

Role of Product Owner:

Understanding the Business: The Product Owner must understand the business context to prioritize work that delivers the most value.

Expressing Product Backlog Items: The Product Owner is responsible for defining and clearly expressing the items in the product backlog.

Prioritizing and Ordering the Backlog: The Product Owner prioritizes and orders the backlog items to optimize the team's output and ensure alignment with business goals.

Why Not Other Options?:

A . Appian Analyst: While an Appian Analyst may have some similar responsibilities, the specific role of managing the product backlog and optimizing the value delivered by the team is the core responsibility of the Product Owner.

B . Scrum Master: The Scrum Master facilitates the Scrum process but does not manage the product backlog.

D . Sponsor: The Sponsor typically provides financial support and strategic direction but does not manage day-to-day product backlog activities.

References:

Appian Community Success Guide: Roles in Agile Teams

The Product Owner role is crucial in ensuring that the development team is working on the most valuable features and that the product aligns with business and market needs.

### NEW QUESTION # 14

A given user story has a description and an acceptance criterion.

Which two other things are needed to mark the story as ready?

- **A. Estimation**
- B. Sprint number
- **C. Priority**
- D. Developer assignment

**Answer: A,C**

### NEW QUESTION # 15

You are trying to decide between using a side-by-side layout or a column layout.

Which resource should be referred to in order to make sure that best practices are followed?

- **A. Appian UX Design Guide**
- B. Appian Tutorials
- C. Appian SAIL Recipes
- D. Appian Discussion Board

**Answer: A**

Explanation:

The Appian UX Design Guide is the appropriate resource to consult when making decisions about layout choices like side-by-side versus column layouts. This guide provides best practices for designing user interfaces in Appian applications, ensuring that the UI is intuitive, responsive, and consistent with Appian's design principles. Referring to the UX Design Guide helps in making informed design decisions that enhance user experience. Appian UX Design Guide Note: While other resources like Appian Tutorials, Discussion Boards, and SAIL Recipes are useful for specific cases, the UX Design Guide is the primary reference for best practices in UI design.

### NEW QUESTION # 16

A customer wants to automate a workflow for completing customer service cases. The high-level workflow involves multiple rounds of recording investigation results, uploading related documents, sending communications, and approving. Activities may need to be done at any time or out of order.

Which recommendation best utilizes the strengths of Appian out-of-the-box features to address this use case?

- A. A dashboard showing the user's cases with associated actions.
- B. A sequential workflow of process tasks.
- **C. A records-centric design using related actions for the various activities.**
- D. A report showing the user's cases with associated actions.

**Answer: C**

Explanation:

A records-centric design is the best approach to address this use case in Appian. This design allows users to interact with data through a central record type, with related actions enabling them to perform tasks like uploading documents, sending communications, and approving cases at any time or out of order.

Records-Centric Design:

This approach centralizes all related data and actions around a specific record type.

Users can trigger related actions such as document uploads or approvals directly from the record, ensuring flexibility and a user-friendly interface.

Why Not Other Options?:

A and B. Reports and dashboards are useful for visualizing data but are not as flexible for handling the ad-hoc and out-of-order activities described.

C . A sequential workflow is too rigid for a process where tasks need to be done out of order.

References:

Appian Documentation on Records: Records in Appian

Appian Community Success Guide: Designing Record-Centric Applications

A records-centric approach leverages Appian's strengths, providing a flexible and intuitive solution for complex workflows.

### NEW QUESTION # 17

You are an Appian Analyst.

According to best practices, which other role should you work with to create process models as a part of requirements gathering?

- A. Product Manager
- B. Scrum Master
- C. Architect
- **D. Product Owner**

**Answer: D**

Explanation:

As an Appian Analyst, collaborating with a Product Owner during the creation of process models is considered best practice. The Product Owner is responsible for defining the requirements and ensuring that the process models align with the business goals and

needs. The Product Owner has a deep understanding of the product vision and user stories, which are crucial during the requirements gathering phase.

Role of Product Owner:

The Product Owner provides detailed requirements and prioritizes them based on business needs.

They ensure that the process models being developed accurately reflect the intended business processes and user stories.

Close collaboration with the Product Owner ensures that the process models are aligned with both the technical and business aspects of the project.

Why Not Other Options?:

A . Product Manager: Typically focuses on the overall product strategy and market alignment rather than detailed process modeling.

C . Architect: While architects provide valuable input on the system's design and architecture, they are not primarily responsible for requirements gathering.

D . Scrum Master: The Scrum Master facilitates the Agile process but does not directly contribute to defining or modeling business processes.

References:

Appian Community Success Guide: The Role of Product Owner in Appian Projects

## NEW QUESTION # 18

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