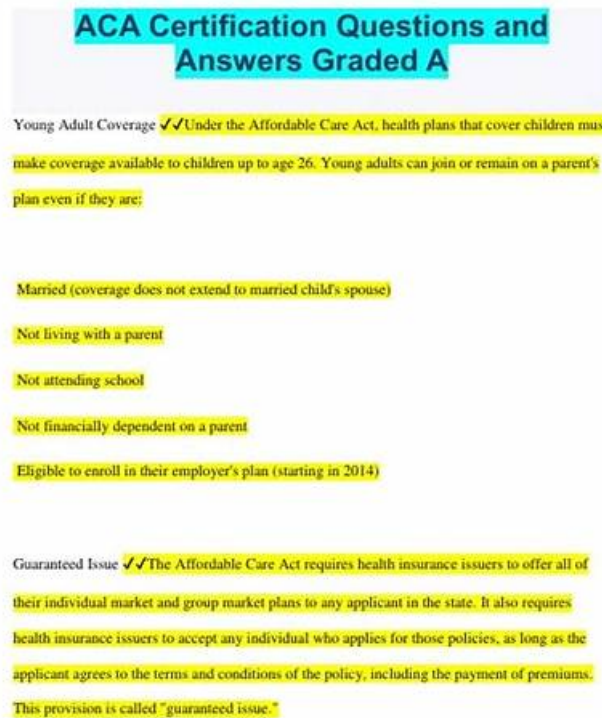


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Appian Certified Analyst Sample Questions (Q44-Q49):

NEW QUESTION # 44

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

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 # 45

A team of employees manages invoice processing and payments for their organization.

Each day, the team receives invoices via email. The team reviews the invoices, sends payments, and logs the payments manually in a shared spreadsheet.

Where is the best opportunity for automation in this manual process?

- A. Leverage Optical Character Recognition and workflow tools to intake and review the invoices for accuracy upon receipt, then process payments or prompt employees to research
- B. Create a process that sends the team a task to input the information upon receipt of the initial invoice
- C. Leverage Robotic Process Automation (RPA) to help the employees send thank you messages to the originating organizations as soon as the invoices are received
- D. Create a macro that reduces the number of clicks required to enter payment information, and embed the macro into the shared spreadsheet

Answer: A

Explanation:

The best opportunity for automation in the manual process described is to leverage Optical Character Recognition (OCR) and workflow tools. OCR can automatically extract data from the invoices received via email, and the workflow tools can automate the review process, checking the data for accuracy, processing payments, and prompting employees only when exceptions are found.

OCR and Workflow Tools Overview:

OCR technology converts the text in scanned documents or images into machine-readable data, which can be automatically processed.

Workflow tools in Appian can then route the extracted data through a series of steps, automating tasks like data entry, validation, and payment processing.

Automating these steps reduces manual effort, minimizes errors, and ensures that invoices are processed more efficiently.

Why Not Other Options?:

- A . Robotic Process Automation (RPA) for thank you messages: This is a less critical part of the process and does not significantly reduce manual work.
- B . Creating a task for manual input: This still involves manual data entry, which does not fully utilize automation potential.
- C . Macro in the shared spreadsheet: This provides minimal automation and doesn't address the root of the problem, which is manual data entry.

References:

Appian Documentation on OCR Integration: OCR in Appian

Appian Workflow Automation Guide: Automating Processes in Appian

By using OCR and workflow tools, the organization can significantly reduce manual processing time and increase the accuracy of invoice handling.

NEW QUESTION # 46

The HR management team wants to aggregate data to show the number of employees across regions and to be able to drill down into the data.

Which three user story requirements should be collected to assist the development team?

- A. Role-based permissions
- B. Data source
- C. Test script
- D. Report type
- E. Estimation of story

Answer: A,B,D

Explanation:

Data Source (A): The first step in building any report is identifying the source of the data. Understanding where the data comes from is crucial because it affects how the data will be queried, filtered, and displayed. It also impacts performance, security, and accuracy of the data. Appian reports can pull data from various sources such as Appian databases, external databases, or even from integrations with other systems. Documenting this information allows the development team to connect the report to the correct data source, ensuring that the report reflects accurate and up-to-date information. Appian Documentation - Data Sources

Report Type (B): It is essential to define the type of report required. In this scenario, the HR management team wants an aggregate view with drill-down capabilities. The report type will determine how the data is visualized, whether it is a pie chart, bar graph, or tabular format. This user story requirement ensures that the developers design a report that meets the HR team's needs and expectations for viewing and interacting with the data. Appian Documentation - Creating Reports

Role-Based Permissions (D): Role-based permissions are critical for ensuring that users see only the data they are authorized to access. For instance, while an HR executive might have access to all regions' data, a regional manager might only see data for their specific region. Defining these permissions upfront is vital for security and compliance. The development team will use this information to implement the correct access controls in the report, which is crucial for protecting sensitive employee information. Appian Documentation - Managing User Permissions

NEW QUESTION # 47

During the development phase, a feature was identified that was not initially part of the project scope but is now considered crucial. What should the Appian Analyst do?

- A. Wait until the next project phase to include the feature
- B. Escalate the feature request to the Product Owner for re-prioritization
- C. Immediately add the feature to the current sprint
- D. Reject the feature as it was not part of the original scope

Answer: B

NEW QUESTION # 48

What are the two best uses for a "Staging" or "Parallel to Prod" environment (separate from Dev, Test, and Prod environments)?

- A. Unit testing development stories

- B. Practicing complex production deployments
- C. Testing a new release for compatibility with existing Production code/settings
- D. Sprint acceptance testing

Answer: B,C

Explanation:

A "Staging" or "Parallel to Prod" environment is a crucial part of the software deployment lifecycle. It is used to mirror the Production environment as closely as possible, allowing teams to test new releases and practice deployments without affecting live users.

Testing Compatibility (B):

Staging is the ideal environment to ensure that new code releases are compatible with the existing production settings and configurations.

This helps in identifying any potential issues that could disrupt the live environment before the actual deployment.

Practicing Deployments (C):

Staging is also used to rehearse complex production deployments. This practice helps ensure that the deployment process is smooth and that all steps are properly executed without errors.

It reduces the risk of downtime or issues during the actual production deployment.

Why Not Other Options?:

A . Unit Testing Development Stories: Unit testing is typically done in the Dev or Test environments, not in Staging.

D . Sprint Acceptance Testing: This testing is generally conducted in the Test environment as part of the sprint cycle, not in Staging.

References:

Appian Environment Management Guide: Best Practices for Staging Environments Using the Staging environment for compatibility testing and deployment practice ensures a smoother and more reliable transition to Production.

NEW QUESTION # 49

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