



Appian ACA100 Practice Questions

Shared by Bruce on 08-10-2026

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Question 1

Question Type: MultipleChoice

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

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

Options:

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

Answer:

A, D

Explanation:

Priority (A): Before a user story can be marked as ready, it needs to be prioritized. This helps the development team understand the importance of the story relative to other items in the backlog and ensures that the most critical features are addressed first. Reference: Appian Documentation - Managing Backlogs and Prioritization

Estimation (D): Estimation is essential to determine the effort required to implement the user story. It allows the team to plan the sprint effectively, allocate resources, and ensure that the story can be completed within the sprint timeline. Reference: Appian Documentation - Estimation Techniques

Note: Sprint number (B) and developer assignment (C) are important for sprint planning and task allocation but are not required to mark the story as ready.

Question 2

Question Type: MultipleChoice

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?

Options:

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

Answer:

D

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.

Question 3

Question Type: MultipleChoice

As an Appian Analyst, which two activities are you responsible for during the "Initiate" phase of a project?

Options:

- A- Build the deployment pipeline
- B- Conduct sprint reviews
- C- Define personas
- D- Plan a requirement gathering approach

Answer:

C, D

Explanation:

Define Personas (C): During the 'Initiate' phase, one of the key activities is defining personas. This involves identifying and detailing the different types of users who will interact with the application. Understanding these personas helps ensure that the application meets the needs of all user groups and informs the design and functionality of the system. Reference: Appian Documentation - User Personas

Plan a Requirement Gathering Approach (D): Planning the requirement gathering approach is another crucial activity in the 'Initiate' phase. This step involves determining how requirements will be collected, documented, and validated throughout the project. A well-defined approach ensures that all necessary information is captured early, setting a strong foundation for the development process. Reference: Appian Documentation - Requirements Gathering

Note: Building the deployment pipeline (A) and conducting sprint reviews (B) are activities typically associated with later phases in the project lifecycle, such as development and delivery.

Question 4

Question Type: MultipleChoice

Improvements are being considered for an Expense Process, and you have been asked to capture that there is now an approval task sent to the finance manager.

As part of the approval, the process should also reflect that if the payment has not been authorized within 48 hours, a reminder message is sent to the finance manager to inform them they have an outstanding task.

Which Business Process Model and Notation (BPMN) notation type would you use to illustrate the reminder message?

Options:

- A- Data object
- B- Gateway
- C- Intermediate event
- D- Start event



Answer:

C

Explanation:

In BPMN, an intermediate event is used to indicate events that occur between the start and end of a process. To model a reminder message that is sent if the payment is not authorized within 48 hours, an intermediate event, specifically a timer intermediate event, is the appropriate notation.

Intermediate Event Overview:

An intermediate event can be used to model actions such as delays, triggers, or messages that happen during the course of a process.

A timer intermediate event would be used to trigger the reminder after a set period (in this case, 48 hours).

Why Not Other Options?:

- A . Data Object: Represents data stored or used by the process, not an event or action.
- B . Gateway: Used for decision points or branching paths, not for triggering events.
- D . Start Event: Marks the beginning of a process and cannot be used mid-process.

References:

Appian Documentation on BPMN Events: [BPMN Events](#)

Using an intermediate event ensures that the process can trigger the reminder at the right time, enhancing process automation and efficiency.

Question 5

Question Type: MultipleChoice

Which is an accurate statement about application security?

Options:

- A- Developers require an account in Appian, while any users can access an Appian application without an account.
- B- Every user must have an account created in Appian in order to develop, administer, and/or access an Appian application.
- C- Admins require an account in Appian to use the Admin Console, while all other basic user actions can be done without an account.
- D- Any user can develop and access an Appian application without an account. However, deployments cannot be done without an account.

Answer:

B

Explanation:

In Appian, every user who needs to interact with the platform, whether for development, administration, or accessing applications, must have an account. This is a fundamental security measure to ensure that only authorized users can interact with the system.

Appian Security Overview:

Each user account in Appian has specific permissions based on roles, ensuring that users can only access what they are authorized to.

This applies to all levels of interaction, from basic users to administrators and developers.

Why Not Other Options?:

A . Incorrect, as even basic users require accounts to access applications.

C and D . Incorrect, as they suggest that certain actions can be performed without an account, which is not the case.

References:

Appian Security Guide: User Management and Security

Ensuring that all users have accounts is a critical aspect of maintaining security and control within the Appian environment.

Question 6

Question Type: MultipleChoice

You need to show a set of data related to a single business object and be able to navigate into the details.

Which three features will help you accomplish your goals?

Options:

- A- Sites
- B- Report
- C- Record
- D- Database
- E- Page

Answer:

B, C, E

Explanation:

To display a set of data related to a single business object and allow navigation into details, the combination of Report, Record, and Page features in Appian is the most effective approach.

Reports:

Reports allow you to aggregate and visualize data, providing an overview of the business object.

They can include interactive elements that enable users to drill down into specific details.

Records:

Records in Appian represent business objects and provide a centralized view of all related data.

Users can navigate through the data to see different aspects of the business object, including related records and details.

Pages:

Pages in Appian are used to create user interfaces that combine multiple elements, such as Reports and Records, into a cohesive experience.

Pages allow you to organize and present the data in a way that supports user navigation and

interaction.

Why Not Other Options?:

A . Sites: Sites are used to create customized user interfaces but do not directly handle data presentation and navigation.

D . Database: The database is where data is stored, but it is not directly used to display or navigate data within the user interface.

References:

Appian Documentation on Records and Reports: Records, Reports

Appian User Interface Design Guide: Pages and Sites

These features together provide a powerful and flexible way to display and interact with business data in Appian.

Question 7

Question Type: MultipleChoice

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?"

Based on best practices, which button labels should you Select?

Options:

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

Answer:

A

Explanation:

According to UI/UX best practices, the button labels in a confirmation dialog should be clear and directly related to the action the user is about to take. 'Cancel' allows the user to abort the action, while 'Delete' confirms the action to delete the item. This approach ensures that the user understands exactly what will happen when they click either button, reducing the risk of accidental deletion or confusion.

Question 8

Question Type: MultipleChoice

Of the choices provided, which are the three most appropriate use cases for Appian?

Options:

- A- The customer needs to perform large-scale extract, transform, and load (ETL) operations
- B- The customer needs to be able to run their application on mobile devices
- C- The customer needs to have one site tab for each of their seven personas
- D- The customer needs to be able to run their application in a browser
- E- The customer needs to be able to embed the application within their own web page

Answer:

B, C, D

Explanation:

Appian is a low-code platform designed for building enterprise applications with a focus on flexibility, user experience, and integration capabilities. The most appropriate use cases for Appian include:

Mobile Compatibility (B):

Appian supports mobile-first design, allowing applications to be easily accessed and used on mobile devices without requiring separate development efforts.

This capability is critical for businesses that need their workforce to access applications on the go.

Multiple Site Tabs for Personas (C):

Appian allows for the creation of different site tabs for different user personas, each with a tailored user experience.

This is ideal for organizations with distinct user groups who need customized interfaces and

access to specific parts of the application.

Browser-Based Application (D):

Appian applications are web-based and can be accessed directly from a browser, ensuring easy access and a consistent user experience across different platforms.

Why Not Other Options?:

A . Large-Scale ETL Operations: Appian is not primarily designed for heavy data extraction, transformation, and loading (ETL) tasks, which are typically handled by specialized ETL tools.

E . Embedding in Web Pages: While Appian allows for embedding certain components, it is not the primary focus or strength of the platform compared to full-featured applications.

References:

Appian Documentation on Building Mobile-Ready Applications: Mobile App Development

Appian Community Success Guide: Appian UX Best Practices

These features showcase Appian's flexibility in delivering responsive and personalized user experiences across various devices.

Question 9

Question Type: MultipleChoice

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

Options:

- 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 (A): Appian is designed to integrate seamlessly with various external systems, making it suitable for use cases that involve data exchange or communication between multiple systems. This capability allows for the creation of comprehensive and connected business processes within a single platform. Reference: Appian Integration Capabilities

A use case that requires multiple approval workflows (C): Appian excels in automating and managing complex business workflows, including those that require multiple layers of approval. Its workflow engine supports the orchestration of tasks, ensuring that the right people are involved in the process at the right time. Reference: Appian Workflow Automation

A use case that requires reporting and displaying graphs (E): Appian provides robust reporting and analytics capabilities, allowing users to create detailed reports and visualizations. This makes it an ideal choice for use cases where data needs to be reported and visualized effectively. Reference: Appian Reporting and Analytics

Question 10

Question Type: MultipleChoice

When creating a user story, which of the following is essential to ensure clarity and completeness?

Options:

- A- Detailed UI mockups
- B- Acceptance criteria
- C- List of potential risks
- D- Development timeline

Answer:

B

Question 11

Question Type: MultipleChoice

A team is working on a new feature and has completed the initial design. What is the next step in the Agile process?

Options:

- A- Conduct a sprint review
- B- Start user acceptance testing
- C- Develop and implement the feature
- D- Gather new requirements

Answer:

C

Question 12

Question Type: MultipleChoice

You need to invoke Appian interfaces from an existing web portal.

What is the preferred solution approach?

Options:

- A- Implement an Appian Site
- B- Implement an embedded interface approach
- C- Implement a custom UI instead of the Appian UI
- D- Implement a headless solution approach

Answer:

B

Explanation:

The preferred solution for invoking Appian interfaces from an existing web portal is to implement an embedded interface approach. Appian provides the ability to embed interfaces (such as forms or dashboards) within other web applications, allowing seamless integration and interaction with Appian functionality from within an existing portal.

Embedded Interface Approach Overview:

Appian interfaces can be embedded in other web applications using iframe technology or JavaScript, allowing users to interact with Appian processes without leaving the existing portal.

This approach is ideal when the goal is to provide Appian functionality within a different user interface while maintaining the user experience of the existing portal.

Why Not Other Options?:

A . Appian Site: While Appian Sites provide a customized user interface within Appian, they do not integrate with external portals.

C . Custom UI instead of Appian UI: Creating a custom UI bypasses the built-in capabilities of Appian, leading to increased development effort and complexity.

D . Headless solution: A headless approach typically involves using Appian as a backend service without a user interface, which is not suitable for this requirement.

References:

Appian Documentation on Embedded Interfaces: [Embedding Appian Interfaces](#)

Embedding Appian interfaces ensures a smooth integration of Appian capabilities within the existing web portal, enhancing user experience without disrupting the current workflow.



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