Appendix A: CTS-D Exam Content Outline

The AVIXA CTS-D job description as established by the Job Task Analysis is as follows:

A Certified Technology Specialist-Design (CTS-D) is an AV systems designer who assesses client's needs, designs systems, and collaborates with other professionals to implement solutions that satisfy clients' requirements. A minimum of two years' industry experience accompanies the theoretical and practical competencies.

The CTS-D exam specifications were developed by combining the importance, criticality, and frequency data obtained from the Job Task Analysis study. The resulting data were converted to percentages and the percentages were used to determine the number of questions related to each domain and task that should appear on the multiple-choice CTS-D examination. The test specifications in the table below list how many questions are included in each Domain and Task and the percentage of the test included in each domain. The Job Task Analysis Final Report can be downloaded at www.AVIXA.org/ctsd under "CTS-D Resources.

Duties and Tasks	% of Exam	# of Items
Duty A: Conducting a Needs Assessment	**16.8%**	**21**
Task 1: Identify Decision-makers and Stakeholders	1.6%	2
Task 2: Identify Skill Level of End Users	2.4%	3
Task 3: Educate AV Clients	1.6%	2
Task 4: Review Client Technology Master Plan	3.2%	4
Task 5: Identify Client Expectations	4.0%	5
Task 6: Identify Scope of Work	4.0%	5
Duty B: Coordinating with Other Professionals to Develop Project Documentation	**23.2%**	**29**
Task 1: Review A/E (Architectural and Engineering) Drawings	4.0%	5
Task 2: Coordinate with Architectural/Interior Design Professionals	4.0%	5
Task 3: Coordinate with Mechanical Professionals	1.6%	2
Task 4: Coordinate with Structural Professionals	1.6%	2
Task 5: Coordinate with Electrical Professionals	3.2%	4
Task 6: Coordinate with Lighting Professionals	2.4%	3
Task 7: Coordinate with IT and Network Security Professionals	4.0%	5
Task 8: Coordinate with Acoustical Professionals	1.6%	2
Task 9: Coordinate with Life Safety and Security Professionals	0.8%	1
Duty C: Developing AV Designs	**48.0%**	**60**
Task 1: Create Draft AV Design	10.4%	13
Task 2: Confirm Site Conditions	8.0%	10
Task 3: Produce AV Infrastructure Drawings	12.0%	15
Task 4: Produce AV System Drawings	12.0%	15
Task 5: Finalize Project Documentation	5.6%	7
Duty D: Conducting Project Implementation Activities	**12.0%**	**15**
Task 1: Participate in Project Implementation Communication	3.2%	4
Task 2: Conduct System Performance Verifications	5.6%	7
Task 3: Conduct Project Closeout Activities	3.2%	4
Total	**100.0%**	**125**