

## Appendix A: CTS-I Exam Content Outline

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

A Certified Technology Specialist Installer:

- Installs, configures, and maintains audiovisual solutions.
- Coordinates, communicates, and documents ongoing installation responsibilities and activities.
- Performs system tests, conducts training, and provides project closeout documentation.

A recommended 3-4 years' of audiovisual installation experience accompanies the theoretical and practical competencies.

The CTS-I 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-I 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/ctsi](http://www.AVIXA.org/ctsi) under "CTS-I Resources."

<b>Duties and Tasks</b>	<b>% of Exam</b>	<b># of Items</b>
<b>Duty A: Implement Pre-Installation Activities</b>	<b>17%</b>	<b>17</b>
Task 1: Review AV Project Documentation	6%	6
Task 2: Conduct Site Survey	4%	4
Task 3: Evaluate Overall Facility Readiness	3%	3
Task 4: Prepare for Installation	4%	4
<b>Duty B: Practice Ongoing Project Responsibilities</b>	<b>12%</b>	<b>12</b>
Task 1: Complete Field Reports (e.g., daily, issues, progress, risk, injury)	4%	4
Task 2: Coordinate with Allied Trades	4%	4
Task 3: Address Needed Field Modifications	4%	4
<b>Duty C: Conduct Site Rough-In/First-Fix</b>	<b>12%</b>	<b>12</b>
Task 1: Deinstallation of Existing Equipment and Cabling	2%	2
Task 2: Mount Substructure and Rigging	5%	5
Task 3: Pull Cable	5%	5
<b>Duty D: Install AV Systems</b>	<b>39%</b>	<b>39</b>
Task 1: Assemble AV Rack	2%	2
Task 2: Wire the AV Equipment Rack	6%	6
Task 3: Distribute AV Equipment (e.g., placement of loose equipment, peripherals)	2%	2
Task 4: Mount AV Equipment (e.g., projectors, loud speakers, monitors)	5%	5
Task 5: Terminate Cables	5%	5
Task 6: Configure Network Properties of Equipment	5%	5
Task 7: Configure Control and Device Settings	5%	5
Task 8: Test the AV System	5%	5
Task 9: Calibrate the AV System	4%	4
<b>Duty E: Perform AV Systems Closeout</b>	<b>12%</b>	<b>12</b>
Task 1: Demonstrate to Client or Client's Representative that System Performs to Specifications	4%	4
Task 2: Provide Training on AV System Operation	2%	2
Task 3: Finalize AV Project Documentation (e.g., punch list, programming files, manuals, completion documentation, as-builts)	6%	6
<b>Duty F: Conduct Post Project Activities (e.g., support, warranties, maintenance)</b>	<b>8%</b>	<b>8</b>
Task 1: Maintain AV Systems (e.g., equipment, software, tools)	3%	3
Task 2: Repair AV Systems (e.g., failed equipment, warranty, troubleshooting)	5%	5
<b>Total</b>	<b>100%</b>	<b>100</b>

NOTE: Applicants and stakeholders should download the most up-to-date free edition of the CTS-I Candidate Handbook that may include important policy and procedure updates by going to the AVIXA website at [www.AVIXA.org](http://www.AVIXA.org). Date of this version is 11/13/2023

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