

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 Designer:

- Assesses client needs and designs audiovisual solutions.
- Coordinates, communicates, and documents ongoing design responsibilities and activities.
- Conducts system verification and project closeout activities.

A recommended 3-4 years' of audiovisual design 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: Conduct a Needs Assessment	20%	20
Task 1: Identify functional requirements (e.g., user stories, user experience, benchmarking, client expectations)	7%	7
Task 2: Review or formulate client technology master plan	7%	7
Task 3: Generate and/or Review the Program Report	6%	6
Duty B: Coordinate with Other Professionals	28%	28
Task 1: Coordinate with architectural/interior design professionals	6%	6
Task 2: Coordinate with structural professionals	4%	4
Task 3: Coordinate with mechanical, electrical, and plumbing professionals	6%	6
Task 4: Coordinate with IT and network security professionals	4%	4
Task 5: Coordinate with acoustical professionals	4%	4
Task 6: Coordinate with life safety and security professionals	2%	2
Task 7: Coordinate with site or project specific professionals (e.g., content creators, theatrical, exhibit designer)	2%	2
Duty C: Develop and Document AV Designs	38%	38
Task 1: Create conceptual AV design	11%	11
Task 2: Revise conceptual design to be compatible with site conditions and/or A&E drawing package	7%	7
Task 3: Produce final design and drawing package	10%	10
Task 4: Finalize project documentation (e.g., bill of materials, bid spec, drawings, scope of work)	10%	10
Duty D: Deploy AV Designs	14%	14
Task 1: Support project execution activities	5%	5
Task 2: Verify system performance	5%	5
Task 3: Conduct project close out activities (e.g., as-builts, system manuals, training, programming information)	4%	4
Total	100%	100

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

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