



Certified Intelligent Automation Specialist (CIAS)

Exam Objectives CIAS-001

About the exam

Item	Detail
Level	Advanced
Number of questions	120. A performance-based exam: each form can carry up to 5 to 12 performance-based questions alongside the multiple-choice questions.
Delivery model	Computer adaptive in 3 stages of 42, 39, 39 questions. Your score on each stage selects the difficulty of the next, so no two candidates sit the same paper.
Time limit	180 minutes
Scoring	You need a score of 700 out of 900 to pass. Results are reported on a scale of 100 to 900, and 700 corresponds to answering 72% of the exam correctly. Harder questions carry more weight, so a score means the same thing on any route. Multiple-response items and PBQs are scored all or nothing.
Delivery	Online, fully proctored (webcam, microphone and screen).
Prerequisites	No formal prerequisite. Candidates do best with some automation, development or process experience and 50 to 80 hours of study.
Retakes	No waiting period after a failed first attempt. Candidates pay the exam price each time they attempt the exam. See the CertLabz Certification Retake Policy at certlabz.com/certification-retake-policy.html
Validity	3 years. Renew with 75 CEUs per cycle and the \$55 annual continuing-education fee, or by passing the current exam.
Language	English
Exam voucher	\$199 for one sitting, valid 12 months. Bundles add the study guide ebook and the All Access plan.

Domain weights

Domain	Questions
D1 Intelligent Automation Foundations (16%)	19

D2 Process Discovery and Assessment (16%)

	19
D3 Building Automations (17%)	21
D4 Integrating AI and Documents (17%)	21
D5 Orchestration, Testing and Deployment (17%)	20
D6 Governance, Security and Operations (17%)	20
Total (100%)	120

Objectives by domain

Each objective may appear as knowledge, a scenario to judge, a circuit to trace or assemble, or a number to compute. Each form can carry up to 5 to 12 performance-based questions: drag-and-drop matching, sequencing and table completion, drawn fresh each attempt. The exam does not test any vendor's SDK syntax.

D1 Intelligent Automation Foundations

16% 19 questions

- D1.1 RPA, BPA and intelligent automation
- D1.2 Attended versus unattended bots
- D1.3 When automation fits
- D1.4 When automation is a poor fit
- D1.5 The value proposition
- D1.6 Automation building blocks

D2 Process Discovery and Assessment

16% 19 questions

- D2.1 Selecting processes
- D2.2 Feasibility and complexity
- D2.3 ROI and benefits
- D2.4 Process mapping
- D2.5 Process and task mining
- D2.6 Standardizing before automating

D3 Building Automations

17% 21 questions

- D3.1 Bot and workflow design
- D3.2 Selectors and stability
- D3.3 Working with structured data
- D3.4 Reusable components
- D3.5 Exception handling
- D3.6 Logging

D4 Integrating AI and Documents

17% 21 questions

- D4.1 Document processing and OCR
- D4.2 Machine learning in a workflow
- D4.3 Decisioning
- D4.4 Generative AI in automation
- D4.5 Human-in-the-loop validation
- D4.6 Confidence thresholds

D5 Orchestration, Testing and Deployment

17% 20 questions

- D5.1 Work queues
- D5.2 Scheduling and triggers
- D5.3 Environments and releases
- D5.4 Testing automations
- D5.5 Version control
- D5.6 Scaling across bots

D6 Governance, Security and Operations

17% 20 questions

- D6.1 Credential and secrets management
- D6.2 A Center of Excellence
- D6.3 Monitoring and support
- D6.4 Resilience and recovery
- D6.5 Audit and compliance
- D6.6 Change management

Continuing education

Renewal	Requirement
Validity	3 years from the date of issue
CEUs required per cycle	75
Annual CE fee	\$55
Alternative to CEUs	Pass the current version of the exam before the expiry date

Qualifying activities

Activity	CEUs
CertLabz labs, PBQs, courses and SkillTracker assessments	1 CEU per hour, up to 25 per cycle
Other industry certifications earned or renewed	10 to 25 each, depending on level
Conferences, webinars and training	1 CEU per hour, up to 20 per cycle
Automation, RPA or software work experience	3 per year, up to 9 per cycle
Teaching, mentoring, publishing or open-source contributions	Up to 15 per cycle
College courses in computing or business	10 per completed course

CertLabz Certification Retake Policy

- **No waiting period after a failed first attempt:** If you fail your first attempt at any CertLabz certification examination, CertLabz does not require any waiting period between the first and second attempt.
- **Once you pass, you cannot resit the same exam code:** A candidate who has passed an exam and achieved a certification cannot take that exam again under the same exam code without prior consent from CertLabz. You will need to wait until a new series of the exam is published before attempting to recertify by examination.
- **Beta examinations, one attempt only:** A CertLabz beta examination may be taken one time by each candidate.
- **Violations invalidate the attempt:** A test found to be in violation of this policy will be invalidated, and the candidate may be subject to a suspension period. Repeat violators will be permanently banned from the CertLabz Certification Program.
- **Every attempt is paid for:** Candidates must pay the exam price each time they attempt the exam. CertLabz does not offer free retests or discounts on retakes.

Published by the CertLabz Certification Board, a division of CertLabz LLC. Objectives document CIAS-001.
<https://certlabz.com/certifications/certified-intelligent-automation-specialist.html>