



FINAL PMI-ACP EXAM PREPARATION

Week 6

| GUIDANCE FOR WEEK 6

YOU ARE READY FOR THE PMI AGILE CERTIFIED PRACTITIONER (PMI-ACP)® EXAM!

Congratulations on getting this far and studying so comprehensively! You can now consider yourself ready to take the certification exam.

Be sure to:

- Not delay and complete the exam while the knowledge is still fresh in your memory
- Be confident. You have worked hard for many weeks and are now in the best position to pass your exam.

Please feel encouraged to return to this guidebook after you pass the exam and learn what it takes to maintain your PMI-ACP credential.

In this guidebook:

- What to do before the exam
- What to do after having passed the exam

THINK

Take a few moments to think about all the concepts, terms, and best practices that you have learned about over the last six weeks. Additionally, give some thought to the PMI-ACP exam and how you will grow as an agile practitioner over time.

What are the most applicable concepts or techniques that you have learned? What were the most memorable learnings from watching the Agile Prepcast™ or reading any of the materials? What do you think will help you as a practitioner? _____

Which of the exam domains do you feel most confident about? Which ones do you feel the least confident about? _____

What test taking strategies do you plan to use before and during your exam? _____

Maintaining one's PMI-ACP certification requires more learning and applying agile project management knowledge on projects. What areas are you most interested in learning more about?

IMPORTANT ACTIONS

Time to become certified! Prior to the exam:

- ☐ Meet with your study buddy (or buddies) to reflect on what you have learned up to this point. Not only does it give you a chance to review the study material, but this conversation also highlights collectively how much you and your study buddies have learned.
- ☐ Ensure that all the preparations and paperwork from the previous weeks' Important Actions are completed. Confirm there are no open action items.
- ☐ Review the PMI-ACP Exam Checklist at the end of this guidebook and follow the suggestions on planning out your exam day and the days leading up to the big day.
- ☐ Fill out the Exam Day Checklist included at the end of this guidebook to help you prepare for exam day. Feel free to tweak it to your needs from now until exam day, as you see fit.

After the exam:

- ☐ Celebrate! Revel in your accomplishment. It is well-deserved. You are PM-ACP certified immediately after you pass the exam. There is no waiting period. You can start putting the credential behind your name in e-mails and Social Media profiles, if you like (note you don't have to include a copyright sign for a PMI certificate added next to your name).
- ☐ Start recording your Professional Development Units (PDUs) at ccrs.pmi.org, preferably as you earn them and not all at the end of your three-year cycle. The Other Resources section of this guidebook includes more details about the 30 PDU requirement required to maintain your active status as a PMI-ACP certified practitioner.

WATCH

Mark your completion of the Agile PrepCast™ lessons in the table below. This chart provides you a suggested path. Ideally, if you have enough time, you want to complete all lessons. Nonetheless, you are the master of your time and can leverage our suggestions as to what is required, recommended, and optional to best manage your preparation.

✓ Check off
when finished

Lesson #	Lesson Title	Complete	Duration	Status
L14.00	PMI-ACP Exam Content Outline Overview	<input type="checkbox"/>	0:29:04	Required
L14.01	Domain I: Agile Principles and Mindset	<input type="checkbox"/>	0:14:42	Recommended
L14.02	Domain II: Value-driven Delivery	<input type="checkbox"/>	0:15:09	Recommended
L14.03	Domain III: Stakeholder Engagement	<input type="checkbox"/>	0:16:56	Recommended
L14.04	Domain IV: Team Performance	<input type="checkbox"/>	0:16:59	Recommended
L14.05	Domain V: Adaptive Planning	<input type="checkbox"/>	0:17:36	Recommended

L14.06	Domain VI: Problem Detection and Resolution		0:09:56	Recommended
L14.07	Domain VII: Continuous Improvement		0:11:50	Recommended
L15.00	Interview: Yazmine Darcy, MBA, PMP, PMI-ACP, CSM		0:48:26	Optional
L15.01	Interview: Stas Podoxin, PMP, PMI-ACP		0:32:00	Optional
L15.02	Interview: Jonathan Hebert, PMP, CSM, PMI-ACP		0:41:12	Optional
L16.01	Agile and Project Portfolio Management		0:54:14	Optional
L16.02	Scaling Agile to the Enterprise		0:39:30	Optional
L16.03	Using Agile for Consumer Goods Development		0:21:04	Optional
L16.04	Criteria for Selecting Agile over Waterfall... Or Not		0:27:13	Optional
L99.99	Goodbye		0:16:47	Optional

READ

Mark your completion of reading the topics and other resources in the table below.

Topic / Resource	Complete
Agile Practice Guide: Annex A1-A3, Appendix X2-3	
PMI-ACP Certification FAQ	

OTHER RESOURCES

Here are some other resources for you to reference, listen to, or consider. These resources are considered complementary to the core content and therefore, they are optional. Use these resources at your own discretion to gain more insight and examples of the content to broaden your understanding of the material.

- ☐ *PMI-ACP Exam Prep* by Mike Griffiths¹: Conclusion, page 419
- ☐ Article: [PMI-ACP Agile Certification Exam Tips and Resources](#)
- ☐ Article: [PMI-ACP Exam Lessons to Help You in Your Exam Prep](#)
- ☐ PMI Community Resources at <https://www.projectmanagement.com> including Cornelius Fichtner's blog: <https://www.projectmanagement.com/blogs/258412/Certification-Insider?userTagIDSort=1350>

¹ *PMI-ACP Exam Prep* – Updated 2nd Edition (for exams taken after March 2018), Mike Griffiths, RMC Publications 2015

- ☐ Watch lesson L00.26 of The Agile PrepCast™ PMI's PDU Secrets
- ☐ Watch lesson L00.25 of The PM PrepCast™ Understanding Your Exam Results Report

ASSESS YOURSELF

Assess your progress. The PMI-ACP® exam tests your knowledge and understanding of agile values, principles, practices, and concepts, but remember – it is only a test. Therefore, practice taking quizzes and review your results.

- ☐ Take a full 120 question exam on the simulator as if you were taking the real exam and experiencing the pacing, breaks, and your endurance levels.
- ☐ Based on your results, feel free to take more quizzes focused on weak areas (e.g. questions you answered incorrectly or knowledge areas / domains where you are least knowledgeable.)
- ☐ Don't forget to spend time reviewing your assessment results and explanations. Assess your overall readiness to take the PMI-ACP exam based on your simulator results. In general, students who consistently score 70% or above on full 120 question exams on their first attempt for that mock exam, are ready for exam day.

IN CASE OF THE UNEXPECTED

Sometimes, things don't turn out as we expect. Perhaps you are not ready or unable to appear for your exam, or you don't pass the PMI-ACP exam. All is not lost, and we advise that you do the following:

- ☐ If you feel inadequately prepared to take the exam, consider rescheduling it. Consult the PMI-[ACP Handbook](#) for details.
- ☐ If you are unable to appear for your exam (perhaps you are ill, get stuck in traffic, have a pressing emergency, or severe technological issues), [contact PMI](#) to explain what happened and wait for further instructions.
- ☐ If you attempted the PMI-ACP exam and failed, do not panic. You are not alone. PMI exams can be quite challenging. It is important to try to understand what happened and how you can

do better next time. Read [this article](#)—although it was originally written for PMP exam takers, it has many helpful tips for your situation, too.

- ☐ Contact support@pm-exam-simulator.com within 45 days of the failed exam attempt to request a free 90-day simulator extension. In your inquiry, indicate your first name, last name, and email address from your simulator account. Also, attach a scanned version of your PMI-ACP Exam Score Report.

PRE-EXAM TAKING CHECKLIST

Sometime before your exam day:

- ☐ Ideally, schedule two vacation days to help you focus on the exam, not your job: One for the day before, one for exam day

One week before exam day:

- ☐ If you scheduled your exam at a test center: Visit the test center to make sure you know exactly where it is located. Consider going in and asking about procedures, breaks, lockers, and other administrative aspects. You can also inquire if there the test center offers any dry runs to reduce anxiety for test takers.
- ☐ If you scheduled your exam to be online with a proctor: Read through [Pearson Vue's information page for PMI online test takers](#)

One day before your exam:

- ☐ Take your final 3-hour sample exam
- ☐ Review your exam-taking strategy
- ☐ Read through your brain dump sheet (Example: [PMI-ACP Brain Dump sheet](#))
- ☐ If you are going to a test center: Lay out all the items that you will need to bring with you tomorrow.

The night before the exam:

- ☐ Get a good night's sleep

EXAM TAKING CHECKLIST

- ☐ If you are going to an exam center: Pack everything you need to bring
- ☐ If you are taking a proctored online test: Create the environment you need, and according to the [requirements](#).
- ☐ Listen carefully to the instructions given to you
- ☐ Take the tutorial before the exam begins (you will be taken to this tutorial automatically when sitting for the exam)
- ☐ Write down all the information you memorized from your brain dump sheet onto an empty paper or whiteboard provided to you (remember you cannot bring any of your own notes).
Example: [PMI-ACP Brain Dump sheet](#).
- ☐ Answer all 120 questions as swiftly as you can in the first go, while taking enough time to read through them thoroughly and carefully. Mark all exam questions for review where you are unsure about the answer, but make sure you still have a try at answering them. It is better to guess an answer than to leave a question unanswered, because guessing gives you at least a 25% chance of being correct. Remember you might not have enough time for a thorough review in the end. If you do, you can still come back to a question, give it some more thought and decide to change your answer. Use the strike-through option to eliminate those answers in a question that you deem as incorrect.

Room for your notes to self:

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Published by:

OSP International LLC

8502 E Chapman Ave, Suite 349

Orange, CA 92869 USA

Email: support@pm-prepcast.com

Internet: www.osp-international.com

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