



KNOWLEDGE PROBE 3: CERTIFICATION

Preparing for Certification

Learning Objectives

1. Identify the best methods for preparing for certification.
2. Describe methods for ensuring your certification helps you in your job or job search...
 1. Studying for one certification exam usually prepares you for other certifications.
 - a. True
 - b. False
 2. Multiple certifications are usually detrimental.
 - a. True
 - b. False
 3. Some certifications require job experience.
 - a. True
 - b. False
 4. How is the best way to study for a certification exam?
 - a. Get the study guide for the certifying organization
 - b. Go back and take relevant college courses
 - c. Go to the library and get some general electronic fundamentals books
 - d. Use available online sites
 5. The best study plan is to study
 - a. Every day
 - b. Once a week
 - c. One long study session
 - d. Twice a week
 6. A good way to ensure that you can pass the exam is to
 - a. Ask someone who has the certification to help you prepare
 - b. Ask your employer for help
 - c. Contact the certifying organization for advice
 - d. Obtain an available practice exam
 7. The best time to prepare for a generic certification is
 - a. After you have one year of experience
 - b. Just before you start a new job
 - c. When you ask your employer for certification suggestions
 - d. When you graduate from college



8. One or more certifications sometimes take the place of an Associate degree.
 - a. True
 - b. False

9. Most organizations only allow you to take the exam once.
 - a. True
 - b. False

10. Which of the following is NOT a recommended use of your certification?
 - a. Hang your diploma over your desk
 - b. Put it on your resume
 - c. Send a copy to human relations
 - d. Tell your supervisor