

### Certified Junior Agile Project Manager (IAPM) Cheat Sheet by Linda (LndOttm) via cheatography.com/125405/cs/24772/

### Certified Junior Agile Project Manager (IAPM)



#### General information

Who should take the certification?

- ★ Agile PM<sup>1</sup> beginners
- **★** Students

Is project experience

required?

No

Where is the certification exam taken?

- ★ Online via Classmarker
- \* Wherever you want to
- → internet connection is required
- ★ Further requirements can be found here. [1]

Which topics are relevant for this certification?

- 1. Scrum Roles
- 2. Product Backlog
- 3. User Stories, Epics, Product Backlog Items
- 4. Sprint Planning
- 5. Sprint Backlog
- 6. Sprinting
- 7. Daily Scrum
- 8. Sprint Review
- 9. Sprint Retrospective
- 10. Scrum Charts
- 11. Release Planning

How many questions need to be answered?

★ 40 questions

How long can I work on the exam?

★ 35 minutes

How many questions need to be answered correctly in order to pass the exam?

**★** 65 %

How much is the exam?

- ★ Depends on your nationality.
- ★ Here you can calculate it. [2]

Can a discount be granted?

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#### General information (cont)

How can I pay for the exam? Do I have to pay attention to something?

- ★ Pay via PayPal, bank transfer or Wise. [3]
- ★ Always mention your invoice number.
- ★ Commas are used as decimal separators instead of dots. [4]

How do I register for the exam?

Follow this link to register. [5]

#### Notes

<sup>1</sup> Project Management

- [1] www.iapm.net/techreq-en
- [2] www.iapm.net/fee-en
- [3] www.iapm.net/paypal-en
- [4] www.iapm.net/dsinfo-en
- [5] www.iapm.net/rcjapm-en



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#### Most important links

Register for the exam. [1]

The Agile Project Managers' Guide (IAPM)<sup>1</sup>, which builds the basis for the certification. [2]

All questions and answers about the CJAPM. [3]

All questions and answers about the test system. [4]

All questions and answers. [5]

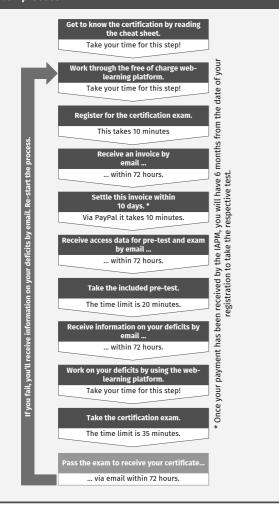
#### Notes

<sup>1</sup> Formerly known as Agile PM Guide 2.0.

#### Links

- [1] www.iapm.net/rcjapm-en
- [2] www.iapm.net/apmg-en
- [3] www.iapm.net/faqcjapm-en
- [4] www.iapm.net/faqcm-en
- [5] www.iapm.net/faq-en

### Certification process:



#### Preparation and pre-test

What is the best

#### preparation?

★ IAPM's free of charge web-learning platform.

Where can I find literature for preparation?

Literature can be found here. [1]

Are there any additional trainings for preparation?

Contact the IAPM via the Certification Assistant to find a training partner. [1]

#### What is a pre-test?

It's a test which ...

- ★ ... can be taken prior to the exam.
- $\bigstar$  ... is included in the certification fees  $\rightarrow$  no separate registration needed.
- ★ ... can only be taken once.¹
- ★ ... doesn't have an impact on the end-result.
- ★ ... is recommended to be taken, not mandatory.
- ... gives you an idea your deficits.

What are the pre-test's framework conditions?

- ★ 25 questions
- ★ 20 minutes

How long do I have **time to take the exam / pre-test** after registering?

6 months from the date of receipt of payment.<sup>2</sup>

#### Notes

- <sup>1</sup> In case you fail the certification exam and would like the repeat it, you can of course also re-take the pre-test.
- <sup>2</sup> Since only one registration is necessary for both the pre-test and the certification test, both tests must be taken within 6 months after registration and payment.

#### Links

- [1] www.iapm.net/lit-en
- [2] www.iapm.net/certas-en



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#### During the exam

May I use assistive devices during the exam?

No, you are not allow to.

→ You need to sign a affirmation in lieu of oath to garantuee that you will take the exam independently. [1]

Can I contact the IAPM in case of ambiguity during the exam?

No, questions must be answered independently.

Which type of questions can I expect?

- ★ Multiple-choice questions
- →single correct answer
- → multiple correct answers
- ★ True / false questions

Which examination system is used and why?

Classmarker system is used to ensure an objective certification. It requires ...

- ★ ... a current browser.
- ★ ... a stable internet connection.
- ★ ... activated JavaScript and cookies.

Can I skip questions or return to previous questions?

No, you need to answer a question before you can go on. Subsequent changes are not possible.

What happens if the test is

#### interrupted due to technical reasons?

- ★ Contact the IAPM support team immediately. [2]
- ★ Further course is then individually coordinated.

#### Links

- [1] www.iapm.net/aloath-en
- [2] www.iapm.net/contact-en

#### After the exam and certificate

Can I repeat the certification exam if I fail?

- ★ Yes you can repeat the exam twice with new questions.
- ★ After not-passing exam the second time, you need to wait 12 months before taking exam third time.
- ★ Costs will be re-incurred.

When and how do I receive my

#### examination result?

- ★ By email
- ★ Within 72 hours

Is the exact percentage I passed the exam shown on the certificate?

No, not the exact percentage is shown, but a wording:

- **★** pass (65% 70%)
- ★ good pass (71% 80%)
- ★ very good pass (81% 90%)
- ★ pass with distinction ( >90%)

How can the IAPM certificate

#### influence my professional career?

The certificate is ...

- ★... valid woldwide.
- ★... internationally recognized.
- ★.. an objective confirmation of your knowledge.

How long is my **certificate valid** and how much **costs** the recertification?

- ★ Valid a lifetime
- ★ No recertification fees!

Which documents do I receive after passing the exam?

- ★ Cover letter
- ★ Certificate
- ★ Testimony
- ★ Download link for your certification badge



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