

Certification Workshop

April 2025

@directorcia

<http://about.me/ciaops>

Ground rules

- This is not a basic tutorial session
- The aim is to get you better prepared for the certification exam.
- Best exam preparation is hands on practice
- Next best is doing exam style questions
- All presentation material today will be available after the event

Microsoft Exams

Exam basics



40-60 questions

- Some questions worth more than 1 point
- Answer all the questions
 - *No penalty for guessing*
 - *Some questions cannot be skipped!*
- Mark items for review if you're not sure of your answer



Plan for 180 minutes

- 150 minutes to answer questions
- 30 minutes for instructions, comments, score reporting, etc.



More than just multiple-choice questions!

- Build list, hot area, active screen, drag and drop, etc.
- ***Performance based coming soon!***



Case Studies

- Detailed information on business and technical requirements; existing environment and other background you need to solve problems
- Requires you to understand and integrate information across multiple sources, determine what's important, and make the best decision

Exam scoring



Each exam has a “cut score”

- Scores range from 0-1000
- Passing score: 700—scaled score
...this is NOT 70%



Cut score determined during exam development and is updated as we maintain it

- Based on skills of target audience and difficulty of item pool



Tips:

- No points deducted for wrong answers
- Some questions cannot be skipped!
- **Answer every question before moving to the next one!**

Exam Question structure

Technical Environment or Scenario

You are a developer...

Problem Statement / Requirements

The app must...

Goal Statement

You need to...

Question statement

What should you do...



Two methods of taking an exam

- Testing centre
 - At a training facility
- Online Proctored
 - Online in your own location

Training Facility



Exam AZ-900: Microsoft Azure Fundamentals

This exam is designed for candidates looking to demonstrate foundational-level knowledge of cloud services and how those services are provided with Microsoft Azure. The exam is intended for candidates with non-technical backgrounds, such as those involved in selling or purchasing cloud based solutions and services, or who have some involvement with cloud based solutions and services, as well as those with a technical background who have a need to validate their foundational-level knowledge around cloud services. Technical IT experience is not required, however, some general IT knowledge or experience would be beneficial.

This exam can be taken as an optional first step in learning about cloud services and how those concepts are exemplified by Microsoft Azure. It can be taken as a precursor to Microsoft Azure or Microsoft cloud services exams. While it would be a beneficial first step, validating foundational-level knowledge, taking this exam is not a prerequisite before taking any other Azure-based certifications.

Part of the requirements for: [Microsoft Certified Azure Fundamentals](#)

Related exams: none

Important: [See details](#)

[Go to Certification Dashboard](#)

Schedule exam

Exam AZ-900: Microsoft Azure Fundamentals

Languages: English, Japanese, Chinese (Simplified), Korean

Retirement date: none

This exam measures your ability to understand the following concepts: cloud concepts; core Azure services; security, privacy, compliance, and trust; and Azure pricing and support.

Australia ▾

\$99 USD*

Price based on the country in which the exam is proctored.

Non-students interested in technology

[Schedule with Pearson VUE >](#)

For students or instructors

[Schedule with Certiport >](#)



Sign in

Email, phone, or Skype



No account? [Create one!](#)

Sign in with a security key [?](#)

[Sign-in options](#)

Next

My Profile

Account linking

Microsoft Certification Profile

Exam MS-100 | Microsoft 365 Identity and Services (beta) [Change](#)

**Required fields*

Legal name

ROBERT CRANE

Job Title *

IT Manager ▼

Address 1 *

PO BOX 5

Address 2

Address 3

[My Profile](#)[Account linking](#)

Account Linking

Microsoft Employees

Microsoft employees who validate their employee status in their Microsoft Certification profile are entitled to MCP and MTA exam benefits at Pearson VUE. Employee benefits will be reflected during the registration checkout process. For MOS exams at Certiport, please request a voucher through the Employee Voucher Portal.

[Link](#)

If you are not a Microsoft employee, please **Complete Registration** below.

Complete Registration

Exam registration will be completed on the Pearson VUE website

[Continue to Pearson VUE](#)

Select Exam Delivery Option

For: MS-100: Microsoft 365 Identity and Services (beta)

Signed In as: ROBERT CRANE
MS ID: MS0429051460

All fields are required.

How do you want to take your exam?

[Exam delivery option descriptions](#)

- ☒ At a local test center
- ☐ At my home or office
- ☐ At a Certiport test center
- ☐ I have a Private Access Code

Next

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Exam Details

Signed In as: ROBERT CRANE
MS ID: MS0429051460

Exam: MS-100: Microsoft 365 Identity and Services (beta)

[View Testing Policies](#)

Price*: USD 165.00

Language: English

**Prices listed are based on today's date and do not include local taxes which may be applicable.*

Previous

Schedule this Exam

Find test centers near:

PO BOX 5, BEECROFT, New South Wales, 2119, Australia

Search

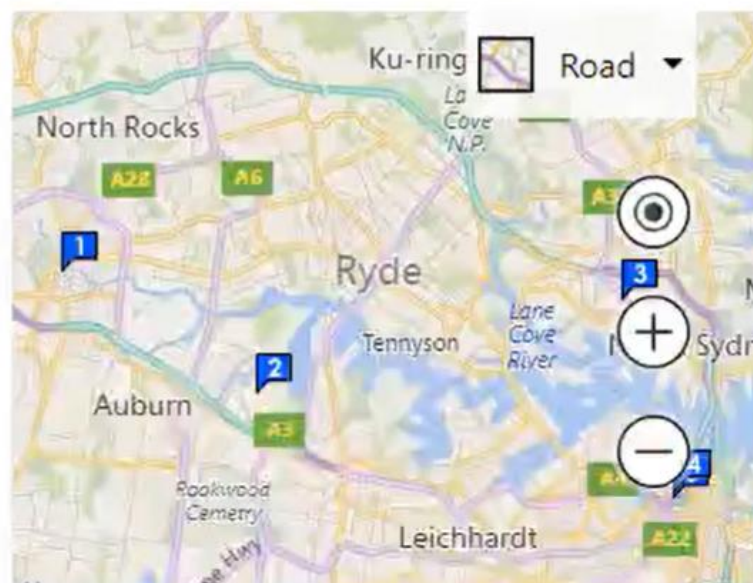
e.g., "55437" or "5601 Green Valley Drive, Bloomington, MN" or "Paris, France"

MILITARY COMMUNITY looking for on-base test centers, please [click here](#).

You can select **up to three** test centers to compare availability.

The test center information link may provide more information regarding wheelchair support, parking, directions, and other physical considerations for a test center.

Test Center		Distance*
		Show km
<input type="checkbox"/>	1 Parkus Technologies Pty Ltd 80 Phillip Street, Ground Floor Office A (Rear) Parramatta, New South Wales 2150 Australia Test Center Information	5.3 mi
<input type="checkbox"/>	2 Western Sydney University - The College Level 3, 8 Australia Avenue Sydney Olympic Park, New South Wales 2127 Australia Test Center Information	6.3 mi
<input type="checkbox"/>	3 Northern Sydney Institute Room B238 Building B 213 Pacific Highway	8.4 mi



Next

Choose Appointment

Signed In as: ROBERT CRANE
MS ID: MS0429051460

Exam Selection: MS-100: Microsoft 365 Identity and Services (beta) | Language: English [Change Exam](#)

Test Center

New Horizons Learning Centre - Sydney
Level 6,
31 Market Street
Sydney, New South Wales 2000
Australia

[Change Test Centers](#)

Select Date [Why can't I find an available appointment?](#)

< January 2019							February 2019 >						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5						1	2
6	7	8	9	10	11	12	3	4	5	6	7	8	9
13	14	15	16	17	18	19	10	11	12	13	14	15	16
20	21	22	23	24	25	26	17	18	19	20	21	22	23
27	28	29	30	31			24	25	26	27	28		

Select a date on the calendar to see available appointments.

Previous

Available Start Times: Friday, February 22, 2019 at New Horizons Learning Centre - Sydney

Morning

None available

Afternoon

12:00 PM

12:15 PM

12:30 PM

12:45 PM

01:00 PM

01:15 PM

Previous

My Order

Signed In as: ROBERT CRANE
MS ID: MS0429051460

Description	Details	Price	Actions
Exam MS-100: Microsoft 365 Identity and Services (beta) Language: English Exam Length: 220 minutes	Appointment Friday, February 22, 2019 Start Time: 12:45 PM AEDT Change Appointment Location New Horizons Learning Centre - Sydney Level 6, 31 Market Street Sydney, New South Wales 2000 Australia Change Test Center	165.00	Remove

Available Products

In addition to scheduling your exam, you might be interested in the following products.

Microsoft
CERTIFIED

Official Practice Test

70-XXX**Microsoft Official Practice Test for MCP (70-XXX) exams - 30-day online access**

Practice exams are available in English only.

Special offer: Purchase today at a discount off the regular price of USD 99.00!

Microsoft Official Practice Tests provide questions and detailed explanations to help you gain confidence, acquire skills and make the best use of your preparation time.

Buying this product will provide online access to one of the following [available practice tests](#). Not every exam has a practice test, so please check this list to verify that there is a practice test for your exam before purchasing.

*Practice test product keys are valid for one year from the date of purchase. Receive online access to practice test for 30 days following activation.

USD 80.00

[Add to Order](#)

Online Proctored

Take exams just about anywhere, at a time that fits your schedule.

We know life can get in the way of keeping skills up-to-speed with new technology. That's why we're introducing a new, convenient way to take MCP and MTA exams for Microsoft Certification.

Online proctored exams are the same exams you can take at a Pearson VUE testing center. The only difference: you take them in a location of your choice, with a proctor from Pearson VUE administering the exam remotely.

Now you can take exams in more places—at home, work, school, or even while traveling.

Let's explore how it works.



How it Works

It's easy to get started. Follow these four steps to start or continue your path to Microsoft certification.

1. Set Up

Configure your computer equipment and environment.



2. Schedule

Register for an eligible online proctored exam.



3. Prepare

Access exam prep resources that fits your learning style.



4. Go!

Take your exam and retrieve your results.



Select Exam Delivery Option

For: MS-100: Microsoft 365 Identity and Services (beta)

Signed In as: ROBERT CRANE
MS ID: MS0429051460

All fields are required.

How do you want to take your exam?

[Exam delivery option descriptions](#)

- ☐ At a local test center
- ☒ At my home or office
- ☐ At a Certiport test center
- ☐ I have a Private Access Code

Next

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How it Works | Step One: Set Up

The online proctored exam experience is similar to an exam in a testing center.
The difference is that you recreate the testing environment in your own familiar space.

Your Test Environment

The room must be:

- A closed space with four walls
- Free from disruptions
- Occupied only by you—no one else may be in the room

Your work area must be clear of anything that could be used to reference information:

- additional monitors and computers
- wall art, posters and whiteboards
- Books
- Notepads and post-it notes
- Personal belongings

See the [complete testing session protocols](#).



How it Works | Step One: Set Up

Online proctored exams are taken on your own computer and administered by a remote proctor who will oversee your experience via webcam and microphone. Your equipment will need to meet a few technical requirements.

Basic Technical Requirements



A laptop or desktop **computer** with a **reliable internet connection**



A **webcam** for your video-monitored exam session



A **microphone** to speak with your proctor

View the complete [system requirements](#).

How it Works | Step Two: Schedule

Select the first or next exam in the certification path that fits your skill or career development goals. Online proctoring is available for all Microsoft Certified Professional (MCP) and Microsoft Technology Associate (MTA) exams in participating countries.

To register, select the exam you wish to take from the [exam list](#), and then select the **Schedule exam** button.

If online proctored delivery is available in your country, you will be able to select that delivery option during the exam registration process.

Microsoft PEARSON Pearson VUE

Select Booking Method

For: 483: Programming in C#

All fields are required.

How are you booking this exam?

- ☐ I will be scheduling for a future date at a test center. [What is this?](#)
- ☒ I want to take this exam as an online proctored exam. [What is this?](#)
- ☐ I am taking this exam at a Certiport test center. [What is this?](#)
- ☐ I have received a Private Access Code for this exam. [What is this?](#)

☒ I want to take this exam as an online proctored exam.

How it Works | Step Four: Take the Exam

It's exam day! Here's how the exam process works:



Sign in

Sign in to your [dashboard](#) to select and begin the exam listed in the Appointments section.



Check in

Meet your greeter! After confirming your identity, your greeter will review test protocols and, using your webcam, scan your test environment for security issues.



Take the exam

During the exam, the proctor will monitor you by video and audio. Your proctor will not contact you during the exam unless there is an issue.



Retrieve your score

Shortly after the conclusion of your exam, you can sign in to your [benefits and exam dashboard](#) and select **View my Score Report**. If you passed, congratulations! If you didn't pass, know that [Second Shot](#) is applicable for eligible online proctored exams, too.

Options to prepare for certification

<https://microsoft.com/certifications>



Exam page

Find out exam details – skills measured, training options, and schedule your exam



Microsoft Learn

Build practical job skills with easily accessible, free, self-paced courses



Classroom training

Attend in-depth training taught by Microsoft Certified Trainers



Practice tests

Practice the certification exam in either a study mode or timed testing mode

General Exam Tips

Tips

- A. Make sure the pen provided works
- B. Read the question from bottom up i.e. what are you are being asked for?
- C. Eliminate the wrong answers
- D. Test answer forwards and backwards
- E. Your first instincts are probably correct
- F. Don't get thrown if initial questions prove tough

CIAOPS Resources



- Blog – <http://blog.ciaops.com>
- Free Office 365, Azure video tutorials – <http://www.youtube.com/directorciaops>
- Free documents, presentations, eBooks – <https://github.com/directorcia/general/>
- Office 365, Azure, Cloud podcast – <http://ciaops.podbean.com>
- Office 365, Azure online training courses – <http://www.ciaopsacademy.com>
- Office 365 and Azure community – <http://www.ciaopspatron.com>
- CIAOPS Github – <https://github.com/directorcia>
- Join my free Teams shared channel - <https://blog.ciaops.com/2022/07/29/join-my-teams-shared-channel/>

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[admin@ciaops365.com](https://teams.microsoft.com/join/admin@ciaops365.com)



Questions