

# Exam Tips



# General Tips

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- Take this exam very seriously. It is not an easy test to pass.
- Get at least 80% on each of the end-of section quizzes. Keep redoing each one until you understand why the answer is correct and the others are wrong. Do not just memorize questions.
- Get over a 80% on the mock exam at the end.
- Read the *PMBOK* at least once.
- Dedicate study time every week. Try to put in about 6-20 hours per week of study time. Try to study every day.
- Do not just memorize the ITTO's
- Do not stop studying for an extended period of time.
- Make flash cards with definitions and ITTO's. You don't need to buy flash cards. The best flash cards are the ones you make yourself.
- Fill out the PMP application on the PMI website ([www.pmi.org](http://www.pmi.org)).
- Preschedule the PMP exam at Prometric ([www.prometric.com](http://www.prometric.com)). Expect to take an entire day off for this.
- Schedule the exam for an early morning



## Day Before the Exam

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- Review formulas and the process table.
- Don't study too much the day before
- Wake up very early.
- A good night's sleep is probably your best asset on this exam. Go to bed early and try to get at least 6-8 hours of sleep.
- Review your exam center and map out how to get there.
- Get your ID's ready.



# The Actual Exam

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- Try not to be nervous.
- They will give you scrap paper and pencil.
- When the exam starts take the first 5-8 minutes to write down the formulas from the section above, as well as the process chart.
- Always ask yourself what a *PMBOK* answer would be. It is generally something that is more process-oriented and general. Always evaluate before taking actions.
- Take breaks.
- Technically, you have 72 seconds per question: 240 minutes and 200 questions. Never spend too long on a question.
- When you come to a long question, read the last sentence, glance over the choices, then read the entire question.
- At the end, review the questions you marked. Change the answer only if you are sure about the new choice.
- Submit the exam, and hope for the best.



## How to Claim Your Certificate

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- Finish all videos and complete all exams including the mock exam.
- Send an email with your name and when you started and finish the course to: **PMP@TIAEDU.COM**
- We will check your name against the Udemy student system and email you a digital certificate.
- You can enter the course information right now



## Course Information to enter at PMI.Org

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- Course Name: PMP Exam Prep Course
- Institute Name: Technical Institute of America
- Startdate: Date you started the class
- Enddate: Date you finished the class
- Hours: 35
- Contacthours: 35



# Mock Exam

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- What do you need to know
  - Watch all Videos and complete all quizzes
  - Read *PMBOK* at least once
  - Know all of your terms
  - Know what happens on each process
- How to take it
  - Do it in one sitting
  - Take breaks
  - Use the mark for review
  - Don't skip any questions

