



DEPARTMENT OF THE ARMY
CSD, 781st MILITARY INTELLIGENCE BATTALION
6835 DEERPATH ROAD
ELKRIDGE, MD 21075

IACN-CB-HHC

27 February 2018

MEMORANDUM FOR RECORD

SUBJECT: Skill-level exam expectations

1. Congratulations on being selected to take a developer skill level exam. This exam serves as one of two reviews necessary to be certified as either a basic or senior cyberspace capability engineer (CCE). Your selection is a credit to your preparation thus far. I wish you luck in completing your exam and the associated validation panel. There are two subjects surrounding this exam that I need to place special emphasis on: exam material handling and exam submission expectations.

2. **Exam Material Handling:** Though the material in this exam is unclassified, the course content is controlled information and must not be discussed with or provided to any individual other than those designated to grade your exam. Proper control of exam materials ensures that future candidates do not benefit from an unfair advantage that would prevent me from fairly assessing their qualifications. I will deny or suspend your certification should evidence indicate that you inappropriately discussed the exam requirements or your solution.

3. **Exam Submission Expectation:** I expect that the work you submit will be your own. Any outside source must be documented with proper citations as outlined in the exam instructions. Documentation will describe the source of code and/or concepts that you include as part of your submitted work. (Another individual with inside knowledge of the exam aside from your graders is never a permitted source.) The use of undocumented source code beyond that which you invented will be considered an act of plagiarism. Plagiarism will result in a denial of your certification. I reserve the right to judge whether an individual will be permitted to take a future exam after committing plagiarism. I also reserve the right to deny your certification if your work excessively relies on the work of others despite being documented.

4. Point of contact for this action is the undersigned at (443) 757-0606, william.m.petullo2.mil@mail.mil.

W. MICHAEL PETULLO
LTC, CY
Lead Developer