**Step 1: Certified Salesforce Administrator (ADM 201)**

*This test is pure memorization, which means it’s 100% study-able. The ADM 201 class is a nice to have, but certainly not required to pass.*

* Read through the [Official Admin Certification Study Guide](http://certification.salesforce.com/SG_CertifiedAdministrator.pdf?v=18&v=14&SiteID=0DMG00000008Po7&v=14&SiteID=0DMG00000008Po7&v=14&SiteID=0DMG00000008Po7&v=14&SiteID=0DMG00000008Po7&v=14&SiteID=0DMG00000008Po7)
  1. For each item on the exam outline above, Google its official documentation page.  
     Example: Google “Salesforce Lead Management” and study the [documentation](http://na17.salesforce.com/help/pdfs/en/salesforce_lead_implementation_guide.pdf).
  2. Understand why Salesforce has this functionality and its customization potential.
* Study the flashcards from Quizlet.com:
  1. [Flashcard Set 1](https://quizlet.com/186028311/flashcards)
  2. [Flashcard Set 2](http://quizlet.com/45415528/flashcards)
  3. [Flashcard Set 3](http://quizlet.com/38428030/flashcards)
  4. [Flashcard Set 4](https://quizlet.com/145042488/flashcards)
* Re-study each category until you’re able to get 90% of flashcards correct.

**Step 2: Certified Salesforce Developer (DEV 401)**

*No knowledge of code required! In my opinion the easiest cert since it requires the least memorization. Most answers can be solved logically.*

* [Free Udacity video course on Salesforce fundamentals](https://www.udacity.com/course/ud162)
* [The Official Admin Fundamentals Workbook](http://www.salesforce.com/us/developer/docs/fundamentals/index_Left.htm#CSHID=adg_app_arch.htm|StartTopic=Content%2Fadg_app_arch.htm|SkinName=webhelp)
* Read through the [Official Developer Certification Study Guide](http://certification.salesforce.com/SG_CertifiedDeveloper.pdf?v=11)
  1. For each item on the exam outline above, Google its official documentation page.  
     Example: Google “Salesforce Approval Process” and study the [documentation](https://help.salesforce.com/HTViewHelpDoc?id=what_are_approvals.htm&language=en_US).
  2. Understand why Salesforce has this functionality and its customization potential.
* Study the flashcards from Quizlet.com:
  1. [Flashcard Set 1](http://quizlet.com/47646837/flashcards)
  2. [Flashcard Set 2](http://quizlet.com/17658336/flashcards)
* Re-study each category until you’re able to get 90% of flashcards correct.

**Step 3: Certified Salesforce Advanced Administrator (ADM 301)**

*Extremely similar to the Salesforce Developer Certification, which means by now you’re nearly ready for this test. Don’t wait long after DEV 401 to take this one!*

* Read through the [Official Advanced Admin Certification Study Guide](http://certification.salesforce.com/SG_CertifiedAdvancedAdministrator.pdf?v=15)
  1. For each item on the exam outline above, Google its official documentation page.  
     Example: Google “Salesforce Permission Sets” and study the [documentation](https://help.salesforce.com/apex/HTViewHelpDoc?id=perm_sets_overview.htm&language=nl).
  2. Understand why Salesforce has this functionality and its customization potential.
* Study the flashcards from Quizlet.com:
  1. [Flashcard Set 1](http://quizlet.com/47676229/flashcards)
  2. [Flashcard Set 2](http://quizlet.com/16514877/flashcards)
* Re-study each category until you’re able to get 90% of flashcards correct.

**Step 4: Certified Salesforce Sales Cloud Consultant (CON 201)**

*A lot of the material overlaps with the Developer and the Advanced Administrator certification. Take this one ASAP before you forget the material!*

* Read through the [Official Sales Cloud Consultant Certification Study Guide](http://certification.salesforce.com/SG_CertifiedSalesCloudConsultant.pdf?v=16&v=13&SiteID=0DMG00000008Po7)
  1. For each item on the exam outline above, Google its official documentation page.  
     Example: Google “Salesforce Territory Management” and study the [documentation](https://help.salesforce.com/HTViewHelpDoc?id=territories_def.htm&language=en_US).
  2. Understand why Salesforce has this functionality and its customization potential.
* Study the flashcards from Quizlet.com:
  1. [Flashcard Set 1](https://quizlet.com/24248333/flashcards)
* Re-study each category until you’re able to get 90% of flashcards correct.

**Step 5: Certified Salesforce Service Cloud Consultant**

*I recommend this certification last since it covers material that doesn’t overlap much with the others. Also, only a portion of Salesforce orgs use Service Cloud.*

* Read through the [Official Service Cloud Certification Study Guide](http://certification.salesforce.com/SG_CertifiedServiceCloudConsultant.pdf?v=13)
  1. For each item on the exam outline above, Google its official documentation page.  
     Example: Google “Salesforce Open CTI” and study the [documentation](https://help.salesforce.com/HTViewHelpDoc?id=cloud_cti_api_overview.htm&language=en_US).
  2. Understand why Salesforce has this functionality and its customization potential.
* Study the flashcards from Quizlet.com:
  1. [Flashcard Set 1](http://quizlet.com/50298105/flashcards)
  2. [Flashcard Set 2](http://quizlet.com/46430653/flashcards)
  3. [Flashcard Set 3](http://quizlet.com/50292376/flashcards)
* Re-study each category until you’re able to get 90% of flashcards correct.