

Test taking tips

Cert Prep for Autodesk Certified Professional exams

We have collected some best practices and tips to help you prepare for the Autodesk Certified Professional exam. Here are a few recommendations so that you know what you can expect on the day of your exam.

Step 1. Know what you need to know.

Knowing what the Autodesk Certified Professional exam is going to cover is essential when preparing. Exam objectives for each certification exam are offered online [<https://home.pearsonvue.com/autodesk>] to give you insight on the topics covered in the exam and minimum candidate qualifications. Use this information as your study guide. Make sure that you understand each skill and subskills included on the list.

Step 2. Focus. Practice.

When preparing for any exam, the tendency is to try to learn everything and you can easily find yourself overwhelmed. When preparing for the Autodesk Certified Professional exam, study only the topics mentioned in the exam objectives. Don't distract yourself by trying to learn everything.

Get some practice. This course can help. The course instruction aligns specifically to the exam objectives. Whether you're refreshing your knowledge or learning skills for the first time, this course will help you successfully prepare for the exam. Don't take any short cuts. Complete the practice exercises and challenge assignments and re-review the videos if you need to.

Step 3: Develop a test-taking strategy.

Don't take the test without a strategy. It's important to develop test-taking skills and have some understanding of what to expect when taking an exam.

The Autodesk Certified Professional exams include a series of selected response question types for completion in a 120-minute testing time limit. Note that you will **not** have access to the software for which you are taking the exam. Instead, you will be asked questions that test your comprehension based on your experience and knowledge without using the software as an aid as you complete the exam.

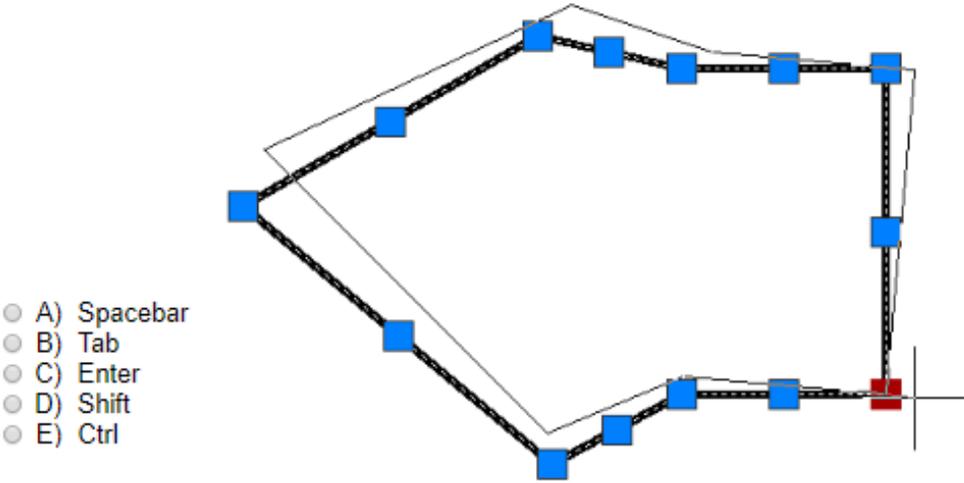
Question types

The exam questions are a mix of a variety of question types. Let's review a sample of each question type included in the exam.

Multiple Choice/Multiple Select: In this question type, you select one or more correct answers from a list of provided answers.

Example:

You can edit objects by stretching, moving, rotating, scaling and mirroring using grips. To cycle through the various grip modes, select a grip and press:



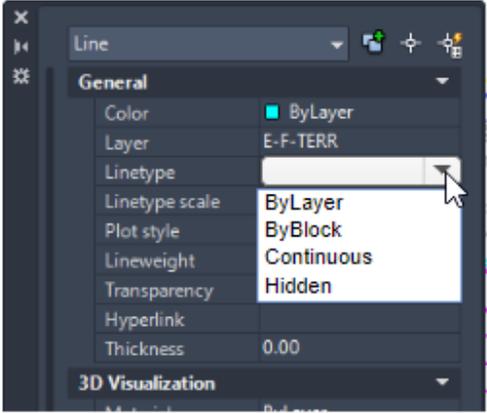
- A) Spacebar
- B) Tab
- C) Enter
- D) Shift
- E) Ctrl

Active Screen: This question type prompts you to select the correct options from a dialog box.

Example:

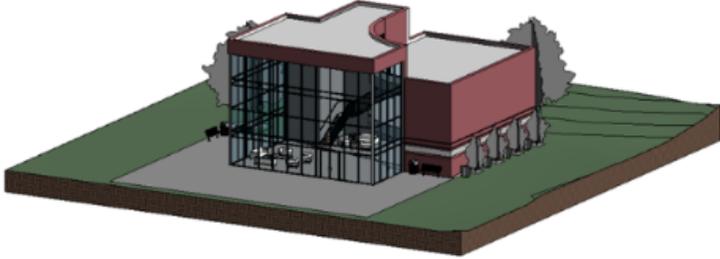
Set the Linetype of the selected line so it will display with the same linetype as the layer it is assigned to.

Answer Area



Build List: This question type tests your knowledge of a sequence of actions. There is always a correct order. A Build List question typically includes four or five steps.

Example:



Your office has a project that needs simultaneous input from several team members. Place the steps listed on the left in the correct order that allows multiple team members to work on the same project model at the same time.

Steps	Order
<input type="text" value="Make local copies of the central file."/>	
<input type="text" value="Save the project as a central file."/>	
<input type="text" value="Enable worksharing."/>	<input type="text" value="➤"/>
<input type="text" value="Synchronize changes in local files with the central file."/>	<input type="text" value="⬅"/>

Order navigation:

Drag and Drop: This question type includes a list of options on the left and target areas on the right. For example, you might be asked to drag labels to a part of a photograph that illustrates a design concept. This question type may also instruct you to match terms to definitions or examples. This question type may also instruct you to match specific tools to examples of how the tools are used. In the answer area, the options are on the left and target areas are on the right.

Example:

Drag the name of the SCULPT tool to the box next to its matching image and description.

Answer Area

Removes pinching near star points. Changes non-uniform faces to uniform.

Creates a sharp edge between faces.

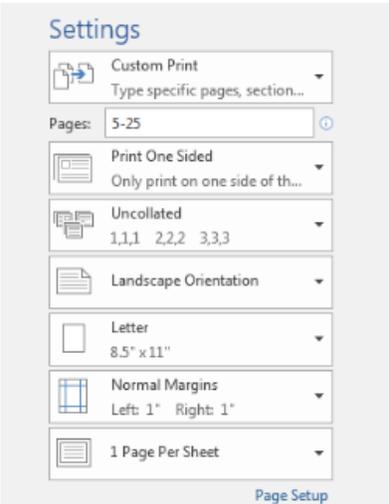
Divides one or more faces into a subset of faces.

Creates segments to connect two opposing faces within a body or between two bodies.

Graphic Interpretation: This question type presents an exhibit, embedded graphic, or code block, and asks a series of multiple-choice questions about it.

Example:

You print a 100 page Word document using the following settings:



The screenshot shows the 'Settings' window for Page Setup with the following configurations:

- Custom Print: Type specific pages, section...
- Pages: 5-25
- Print One Sided: Only print on one side of th...
- Uncollated: 1,1,1 2,2,2 3,3,3
- Landscape Orientation
- Letter: 8.5" x 11"
- Normal Margins: Left: 1" Right: 1"
- 1 Page Per Sheet

Page Setup

Use the drop-down lists to answer the questions in the answer area.

Answer Area

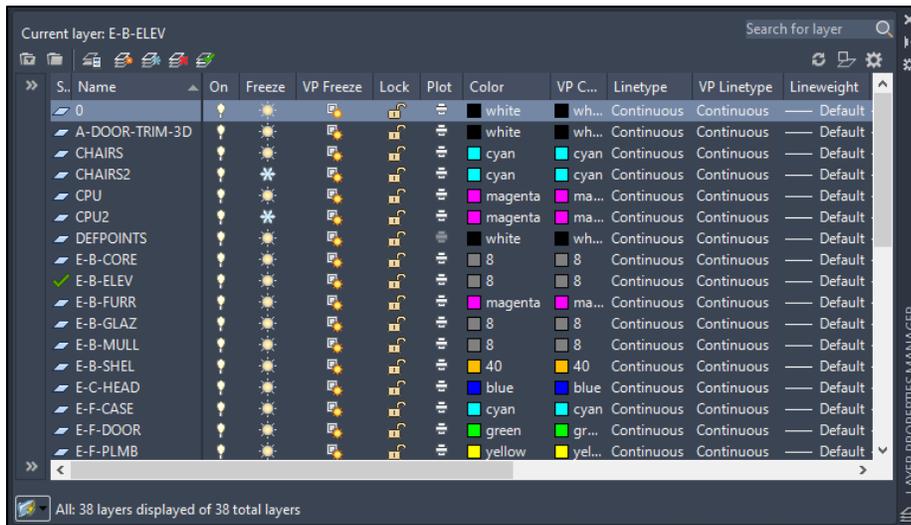
What are the first five pages printed?

How many inches will be printed horizontally?

Hot Area: This question type allows you to answer the question by selecting one or more areas of an image.

Example:

Click the current layer.



Input Number/Text: This question type asks you to enter a number or text in the answer area.

Example:

How many sides does a triangle have?

Which command do you use to clean up your drawing by removing unused items in your drawing?

Statement Analysis: This question type presents a situation or exhibit and asks a series of True/False or Yes/No questions. Typically, there are three to four answer statements included in this question type.

Example:

For each of the following statements, select Yes if the statement is true. Otherwise, select No.

Answer Area		
	Yes	No
Global groups must contain accounts and global groups from the same domain	<input type="radio"/>	<input type="radio"/>
Universal groups allow group permissions to be assigned in any domain	<input type="radio"/>	<input type="radio"/>
Domain local groups must contain accounts and global groups from the same domain	<input type="radio"/>	<input type="radio"/>

Answering questions

During the exam period, you have the option to mark questions and revisit them later. A time marker is visible during the testing period to help keep time.

As a test taker, it's important to know what each question is asking. Evaluate each answer option carefully before responding. Being careless or reading through questions quickly nearly always results in an incorrect answer.

It's OK not to know the correct answer, or to be unsure of an answer. It happens. Try not to get flustered. Eliminate any clearly wrong answer first to narrow down your options and then pick the answer(s) you think best. Mark the question so you can review it later and move along. Once you've gone through all the exam questions, go back and review answers to your marked questions. Don't hesitate on changing answers. Contrary to popular belief, your first instinct might not always be correct.

Step 4: Manage your time.

One of the most important tips when taking a timed test is knowing how much time you have to answer each question. When you start the exam, you'll be given the total number of questions and the amount of time available. Do a quick calculation and figure out how much time you have per question. Keep this in mind and use it as a guide when answering questions. Answer the easy questions first and then move on. Don't forget to breathe.

Step 5: Remediation

If you pass the first time, congratulations! If you didn't pass the exam the first time, take the steps to review the topics areas that you fell short on and revisit the exam objectives and the



cert prep course offered by Autodesk . With additional practice, you'll be more prepared the second time.

Good luck!