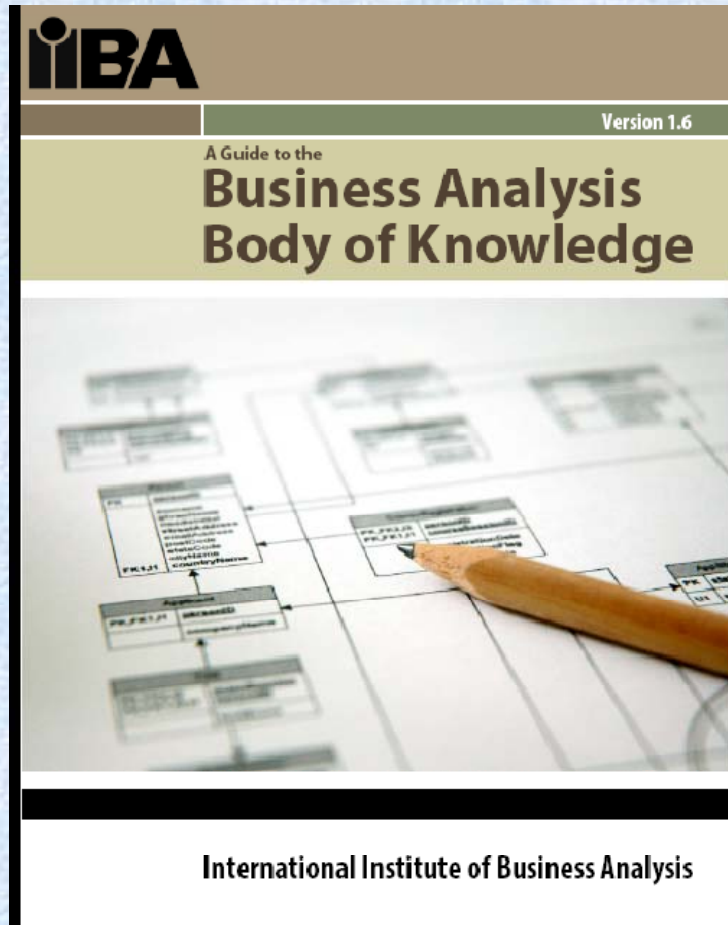


Exam Tips & Strategies



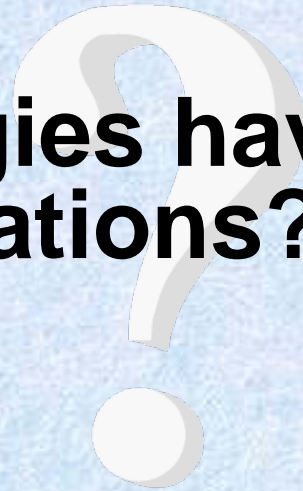
SECTION OBJECTIVES

- **List and discuss some test-taking strategies**



Discussion

- **What strategies have you used in past examinations?**





BABOK Tips



Knowledge Areas				
Enterprise Analysis	Requirements Planning & Management			
	Requirements Elicitation	Requirements Analysis	Requirements Communications	Solution Assessment & Validation
Fundamentals				

➤ **Tip:** Spend appropriate amount of time on each KA

Knowledge Area (KA)	Percent of Questions
Enterprise Analysis	22.0%
Requirements Planning and Management	22.7%
Requirement Elicitation	18.7%
Requirements Analysis and Documentation	20.7%
Requirements Communication	10.7%
Solution Assessment and Validation	5.3%
Fundamentals	“Some”; no percentage stated

BABOK Tips (Recap)



- **Tip:** Use BABOK terms, even if they are “wrong” 😊
- **Tip:** Start by memorizing the KAs
- **Tip:** Memorize Tasks within the KAs
- **Tip:** Pick KAs with only a few tasks to start with (e.g., EA, Elicit)
- **Tip:** Outputs more helpful to memorize than inputs
- **Tip:** If a task is short, can generally just skim it.

See Appendix B for KA Summary

Preparation Tips – Before the Exam

- **Tip:** Read the BABOK completely
- **Tip:** Join a study group
- **Tip:** Take a class
- **Tip:** If time, re-read portions of the BABOK that gave you trouble on practice exams
- **Tip:** Get plenty of rest the night before: don't cram (sleep will help more)



Preparation Tips – Before the Exam



➤ **Tip:** Prepare for main question types

- ❑ **Definitions** (e.g., “a model that depicts domain information is...”)
- ❑ **Sequences** (e.g., “what is the first thing you do...”)
- ❑ **“Lists of Lists”** (e.g., “which of these contains right attributes?”)
- ❑ **Synthesis** (e.g., “given this situation, what is going on?”)

Preparation Tips – Before the Exam



➤ **Tip: Focus on Themes to Stay Organized**

- ❑ **Consider the methodology in place (e.g., SDLC, PLC)**
- ❑ **Understand your Stakeholders and Adjust to their Needs**
- ❑ **Control scope and get approval for all changes**
 - **Use a Traceability Matrix and trace requirements back to business objectives and forward to solution.**

Preparation Tips – Before the Exam

- **Tip: Focus on Themes to Stay Organized**
 - ❑ **Be flexible and adaptable to the audience (elicitation, presentations, reporting, etc.).**
 - **There is no “correct” answer when dealing with people.**
 - ❑ **For facilitation:**
 - **Skilled facilitator needed to effectively elicit requirements.**
 - **When facilitating, rely on ground rules and agendas. This is especially helpful when conflicts arise.**



Preparation Tips – At the Exam



- **Tip:** Don't drink too much water
- **Tip:** Do whatever relaxes you
- **Tip:** Do a brain-dump at start of test: list the mnemonics and other items
- **Tip:** You won't need a calculator on test day

Exam Process Tips

- **The exam process: what to expect**
- **Practice Test & Review**
 - **Practice makes perfect, right?**
- **Sample Practice Session**
 - **Isolate yourself from distractions**
 - **Time yourself**
 - **Practice doing your “brain dump” at start**
 - **Take a short break during the practice**

