

# CIPM® EXAM QUICK START GUIDE

## LEVEL ONE : SET THE PACE



### FORMULATE A PLAN

A quick, initial survey of topics will help you decide how to approach the material. You may choose to prioritize complex topics, or you may find it easier to review familiar subjects first and ensure mastery of those before moving on to less familiar topics.

Successful candidates report requiring an average of 125 hours of study time to get through the course material, so make a plan and stick to it. Cramming is not advised—it is best to get through the material at a comfortable pace, and then reserve the final weeks for a comprehensive review.



### TIME IS OF THE ESSENCE



### PRACTICE YOUR PACE

There will be 100 multiple choice questions to complete over a three-hour period. Practice questions and mock exams are an important part of your study time. On exam day, you will have just under two minutes for each question. Time yourself as you take practice tests so that the pace becomes second nature. Plan to take multiple practice exams.

$$\frac{E[r_p] - r_F}{\sigma_p}$$

### MASTER THE MATH

The course of study includes a bit of everything: ethical standards, performance measurement, performance attribution, performance appraisal and manager selection, and performance presentation and GIPS standards. Learning Outcome Statements in each reading are your best guide to what will be on the exam, so master them before you go to take your exam.

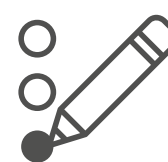


### KNOW BEFORE YOU GO

Learn the formulas; they will not be made available to you at the exam. Make sure you have an approved calculator and understand how to use it correctly. These tools will be critical to your ultimate success.



**125** STUDY HOURS



**100** MULTIPLE CHOICE QUESTIONS



**3** HOUR EXAM

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LEVEL TWO :

# PREP FOR MASTERY



### START WITH A QUICK REVIEW

Consider your strengths and weaknesses. Make sure you feel comfortable with the fundamentals. Give yourself a little extra study time if you think you need to brush up on the fundamentals.

This exam asks you to analyze situations and provides calculations based on all the knowledge you have accumulated. There are fewer questions on this exam, but you will be asked to think more deeply about them. Performance Appraisal and Manager Selection will be heavily featured.



### APPLY YOUR ANALYTICAL SKILLS



**125** STUDY  
HOURS



**5** MAJOR TOPIC  
AREAS



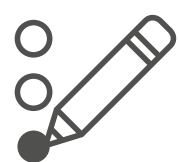
### GET SERIOUS ABOUT SCENARIOS

In Level II, there will be a total of 80 questions. You will be given 20 scenarios, each followed by four multiple choice questions. The scenarios and related questions comprise an item set. Successful candidates suggest reviewing the questions before reading the scenario. With three hours to complete your exam, that gives you about nine minutes per item set.

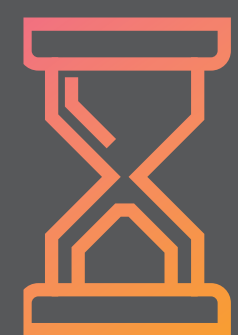
Practice questions and mock exams help you prepare yourself for exam day. Time yourself as you take practice tests so that the pace becomes second nature. Plan to take a mock exam several times.



**20** ITEM  
SETS



**80** MULTIPLE  
CHOICE  
QUESTIONS



### BE MINDFUL OF TIME

Plan how much time you can give each item set and stick with it. If you are stumped by a question, move on to one you are more comfortable with and complete that one. You can go back to your skipped question later if you have time.



### PRACTICE THE EXAM



**3** HOUR  
EXAM