

A) Exam Snapshot

- Exam code: PMI-ACP; blueprint: Exam Content Outline (ECO) Oct 2024.
- Format: 120 items total (100 scored, 20 unscored pretest).
- Time limit: 3 hours; one 10-minute break after items 1–60 (no return after break).
- Question types: multiple-choice, multiple response, drag-and-drop-style, and exhibit-based items.
- Passing score: PMI does not publish a numeric passing score. [VERIFY: current scoring method details].

B) Domain Weights

Domain	Weight
Mindset	28%
Leadership	25%
Product	19%
Delivery	28%

C) Core Workflow (how the exam thinks)

- Set the agile context: goals, constraints, and why agile fits the problem.
- Clarify roles and decisions: who owns value, who enables flow, who removes blockers.
- Shape the product: define value, prioritize work, and maintain a usable backlog.
- Choose feedback loops: short cycles, visible work, and learning from results.
- Protect quality: definition of done, built-in quality, and sustainable pace signals.
- Inspect and adapt: retrospectives, experiments, and measurable improvement.
- Manage risk and change: surface uncertainty early and validate assumptions.

D) High-Yield Concepts

- Agile mindset: values, principles, and behavior that favors learning and adaptation.
- Servant leadership: enabling the team rather than directing tasks.
- Cross-functional team: the skills needed to deliver value without excess dependencies.
- Working agreements: explicit team norms that reduce friction and rework.
- Backlog refinement: keeping items ready, small, and understandable before commitment.
- Prioritization: ordering by value, risk, and learning; tradeoffs are explicit.
- Minimum viable product (MVP): smallest releasable slice that validates value.
- Definition of done: shared completion criteria tied to quality and acceptance.
- Flow and throughput: how work moves; limits prevent overload and hidden queues.
- Agile metrics: trend-focused measures that support decisions (not punishment).
- Risk-driven delivery: reduce uncertainty early with spikes, prototypes, and feedback.
- Stakeholder engagement: frequent collaboration around outcomes.

E) Common Traps

- Assuming a single framework is always correct; the exam spans multiple approaches.
- Picking a tool before clarifying the decision the team must make.
- Confusing authority with leadership; strong answers often enable the team.
- Treating velocity as a performance target instead of a planning signal.

- Skipping refinement and then blaming estimation; “ready” work prevents churn.
- Ignoring WIP limits; starting more work rarely fixes schedule pressure.
- Optimizing for output over outcomes; value and learning drive prioritization.
- Missing the “next best” action: small experiments beat big redesigns under uncertainty.

F) Cheat Sheet (artifacts & signals to recognize)

- Product vision / roadmap: why the work matters and how it unfolds over time.
- Backlog + acceptance criteria: what “done” means for each slice of value.
- Definition of done: quality gate shared by the whole team.
- Information radiators: boards/burn charts that make work and blockers visible.
- Retrospective outputs: themes, action items, owners, and follow-up evidence.
- Release plan: what can ship, when, and what risks may shift the plan.
- Impediment log: blockers tracked to resolution and escalation if needed.
- Working agreements: updated norms after conflict, churn, or missed commitments.
- Risk list: uncertainty recorded and reduced with experiments.
- Customer feedback evidence: review notes, demos, analytics, or validated learning.

G) Exam-Day Tactics

- First pass: answer clear items fast; mark complex scenarios for revisit.
- Anchor on the domain: mindset/leadership/product/delivery to narrow choices.
- Look for “enable the team” answers over “command the team” answers.
- Prefer short feedback cycles, transparency, and learning when options compete.
- Eliminate extremes: absolute language (“always/never”) is rarely correct.
- Use the break: complete items 1–60, review, then reset focus before continuing.
- Time box revisits so one item does not consume the pace.
- When stuck: choose the option that reduces risk and increases validated learning.

H) 30-Minute Final Review Plan

- Scan the four domains and restate the goal of each in one sentence.
- Review leadership behaviors: servant leadership, coaching, conflict, collaboration.
- Rehearse product choices: value, ordering, MVP thinking, acceptance clarity.
- Rehearse delivery choices: flow, WIP limits, quality gates, feedback loops.
- Do a 10-item timed drill: practice elimination and commitment.
- Confirm logistics: ID, test rules, break timing, and a calm start routine.
- Close with a reset: breathe, hydrate, and protect sleep before test time.