

HOW TO BECOME CORTICON CERTIFIED

When it comes to pursuing Corticon certifications, nothing beats well-rehearsed preparation and practice. Though the details involved in pursuing certification differ from track to track and level to level, the same general approach works well in all cases. This learning guide provides a step-by-step approach to help you prepare for certification.

All Corticon documentation mentioned throughout this document is provided with the product or downloadable from the <http://support.corticon.com> website in the General Forums area. This document assumes that you already have access to both the documentation and support site. If you do not, please contact us in one of the following ways:

- If you are an existing customer or partner, please go to <http://support.corticon.com> and follow the steps outlined in the Registering for Access forum entry to gain access.
- If you are not an existing customer or partner, please send an email to alliances@corticon.com with your request for access.

WHO SHOULD USE THIS GUIDE?

This guide is for anyone interested in becoming CorticonCertified, including:

- Customers who want to emphasize proper and efficient use of rule sets while creating and managing their own business decisions
- System integrators looking to ensure customer satisfaction by having the skills needed to assure ultimate project success
- Corticon partners looking to produce true experts who can get the most of Corticon and of combined solutions
- Individuals looking to enhance their skills and become more marketable

STEP BY STEP GUIDE TO A SUCCESSFUL CERTIFICATION

There are 6 steps to achieve CorticonCertified status in any of our certification tracks.

1. Review
2. Practice
3. Apply
4. Kick-off
5. Test
6. Confirmation

These steps are described in detail below.

Step 1 – Review

In the CorticonCertified Program Guide, each certification track and level has a Recommended Resources section that lists recommended readings. It is highly recommended that you download and review the documentation specified in the section.

In addition, some certification tracks have statements in a section called Certification Standard. If this section exists for the certification you are seeking, it is highly recommended that you use the guides to correctly answer any and all the statements listed. You can be assured that the exam will include questions from each of the topics listed in the Certification Standard section.

Step 2 – Practice, Practice, Practice

It is highly recommended that you become comfortable with the product before you attempt the certification.

There are several training classes available for all certification tracks. For details, please go to the Corticon Training Programs website at <http://www.corticon.com/html/training.html>.

In addition to formal training, there are several ways to gain experience with the product. A combination of the following is recommended:

- Complete all of the Tutorials. The tutorials will walk you through examples on general usage of the product.
- Read through each of the Guides and implement any examples in your local copy of Corticon Rules Modeling Studio.
- Try your hand at “The Puzzle” that is part of every Core Sample newsletter. All Core Sample newsletters, current and back issues, are located in the General Forums of the Corticon support website.

Step 3 – Apply

Now that you are prepared, the next step is to register for the certification program. You can register by completing the online registration form at <http://www.corticon.com/html/access.php?ft=traincert>. If you have questions about the program, please contact the CorticonCertified Program office by:

- 1) Email: certified@corticon.com
- 2) Phone: 650-212-2424 ext. 219

Step 4 – Kickoff

Upon receiving your registration, the CorticonCertified program office will initiate the certification process:

- You will receive the CorticonCertified Program Candidate Agreement that needs to be signed and returned.

- You will receive an invoice, for any fees that apply
- You will receive contact information for any questions you may have

Once you sign and return the contract and pay any fees that apply, you will receive an email with information on:

- How to gain access to <http://support.corticon.com/>
- How to download and install the software
- Instructions on how to apply for the exam

Step 5 – Test

To understand the exact testing process for each track and level, please refer to the CorticonCertified Program Guide. In general, all certifications require a written and practical exam:

Exam	Description	Takes Place
Written	Consist of true/false, multiple choice, and short answer questions, and last between 2 and 3 hours depending on the certification. Master-level exams may include questions which require longer explanations, drawings, or may include other types of unstructured answers.	Online
Practical	Consist of modeling or integration problems requiring you to build a Vocabulary, Rule Set or Test; analyze a problem; generate a service contract; map a data payload; troubleshoot or work around an error; or demonstrate some other practical aspect of Corticon products. A practical exam may last between 2 and 3 hours depending on the certification.	Remote – on your own
Oral	Instructor track and Master level certification require oral board certification. This involves verbal questioning by a small panel of Masters.	In person

The exam process can be fast, but the completion timing is really up to you:

1. When you are ready for the exam, you will submit your request. Once you receive the online test registration information, you will log onto the online test site using the user name and password provided to you in the email. Once you sign on to the site, you have two hours to complete the exam.
2. You must successfully complete the written exam before you can take the practical exam. If you do not successfully complete the written exam, you must contact with the CorticonCertified Program office to re-register for the test.
3. Once you successfully pass the written exam, you will receive an email from the CorticonCertified Program Office with a set of instructions on how to take the practical exam. It will include:

- Two scenarios – each including a problem description, rules that need to be built, and tasks that need to be performed
 - Details about the time limits and the files that need to be returned for evaluation
4. Once you have completed the scenarios, you will return the vocabulary, rule sets, and test files, and assumptions to the CorticonCertified Program Office. They will be evaluated and you will receive an email notification of your pass/fail status.

Step 6 – Official Confirmation

Once the certification test has been successfully completed, you will receive:

- A formal certificate of completion award
- CorticonCertified Logos with instructions for use on personal and business materials
- Your entry on the Corticon Certified Professional Registry list
- Announcement of your certification to the Corticon user community in an issue of Core Sample
- Eligibility to subcontract to the Corticon Professional Services team for customer implementations



QUESTIONS

All questions about this program should be submitted to the CorticonCertified Program office:

- 1) email certified@corticon.com
- 2) call 650-212-2424 ext. 219

Documentation and additional information can be found on the:

- Corticon website: <http://www.corticon.com>
- Corticon Support site: <http://support.corticon.com> in General Forums

For more details about this program, please visit the CorticonCertified Program website at http://www.corticon.com/html/corticoncertified_program.html .