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Archibus Certification Program

Overview

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In today's global economy, where information can be transferred instantaneously and software is becoming a commodity, professional development and recognition of experience are becoming part of the competitive advantage for individuals and their companies.

In order to recognize individuals for their professional experience and background, ARCHIBUS implemented a certification program in April of 2012 (designed for Business Partners) and is opening up the program to its end users at NEXUS 2020. The goals of the ARCHIBUS Certification program are to recognize those individuals who possess a strong and demonstrable proficiency in deploying and using the ARCHIBUS product as well as a strong knowledge of requirements and workflows in facilities management and other related professions.

Certification Types

ARCHIBUS awards 3 types of certifications for its products and services:

- **Professional** – for experts in the functionality and set-up of licensed applications.
- **System Administrator** – for administrators responsible for maintaining the environment.
- **System Integrator** – for technical teams responsible for customization or integration.

Benefits

The ARCHIBUS Certification Program provides a standard measurement by which individuals and organizations demonstrate their proficiency and knowledge of ARCHIBUS. Certification allows individuals to:

- Add objectively measured skills to their resume or CV.
- Define professional strengths and locate areas for improvement.
- Differentiate an individual's organization, based on recognized skills or proficiency.

Certification at NEXUS

To become certified, individuals must successfully complete a series of timed, short-answer or multiple choice exams for each endorsement, i.e. Space Planning, Asset Management, System Administration, which can take anywhere from 45 minutes to 1.5 hours. Endorsements are based on knowledge of the ARCHIBUS applications and the skills required for implementing those applications.

At NEXUS, individuals who register for certification have several time slots in which they can take as many exams in whichever order they would like. They simply show up at whichever time is convenient. Only the first score for each exam will be counted, so it is better to attempt multiple exams than to take a single exam multiple times. Participants will be allowed to re-try their exam on-line at a later date. The following time slots and exams for endorsement are available at Archibus NEXUS:

Regal Room – Floor B2 (Fairmont Chicago Millenium Park)

Sunday, April 26th – 09:00 am – 5:30 pm

Monday, April 27th – 11:00 am – 3:30 pm

Tuesday, April 28th – 11:00 am – 3:30 pm

Certification	Exams and Endorsements	Exam Topics
Professional	Foundations (pre-requisite)	Web Central, Smart Client, Foundational Data
	Space Planning & Management	Inventory, Occupancy, Chargeback
	Real Estate & Portfolio Mgmt.	Portfolio, Leases, Costs, Chargeback, Forecasting
	Building Operations	On Demand Work, Preventive Maintenance
	Asset Management	Inventory, Depreciation
System Administrator	Databases	Installation, Modifications, Upgrades
	Systems	Hardware, Networking, Configuration, Connectors
	Applications	Users, Menus, VPA, Field Security, View Definition
	Drawings & Models	Drawing Layers, Publishing, Model Development
System Integrator	AXVW API	View Definition and API
	JavaScript API	Business Logic and Workflow Definition

Tools for Study

Those interested in taking the certification exams can use a variety of materials to prepare. While there is no one source of reference to learn what is necessary to pass a certification exam, a combination of the following reference items may help:

- **Training Materials** – useful for getting started
- **Online Help** – to build robust knowledge of each application, workflow, and calculations
- **Database Schema** – to understand data relationships
- **Application parameters** – to understand configuration options

Online Help

The online Help text is an important free reference to use when looking up information about a given topic, as it describes the product's functionality and stores a variety of information about each topic.

https://www.archibus.net/ai/abizfiles/v24.1_help/archibus_help/user_en/archibus.htm

Database Tables and Fields

Studying the database tables and fields helps give context to a particular application by showing how the functionality of the product interacts with its data.

Training Materials

Training materials come in a variety of formats and are available from Business Partners. They give context and attempt to apply real scenarios to the use of the product. Training materials are a good place to start studying for certification and provide entry points to using the Help text to further investigate the details of the product. However, training materials alone will not be sufficient to pass.

ARCHIBUS Training Classes

ARCHIBUS provides scheduled classes in Boston, USA, as well as custom on-site or web-based training around the world throughout the year. Check the ARCHIBUS website for more details on a particular class or to arrange for custom training.