



American Planning Association
Georgia Chapter

Making Great Communities Happen

Welcome to

AICP EXAM REVIEW

February 03, 2012
Georgia Tech Student Center

AICP Exam Review

- **Welcome**

- Gary Cornell, FAICP, Georgia Chapter PDO

- **Quick Poll** -

- Taken the Tutorial on line.
- Taking Exam in May, 2012
- Taking Exam in November, 2012
- Not yet registered for the Exam

AICP Exam Review

Topics Covered Today - Faculty

- **Introduction – Test Overview** Gary Cornell, FAICP
- **Plan Making/ Implementation** Steve French, Ph.D., FAICP
- **Planning Law** David Kirk, AICP - Troutman Sanders LLP
 - Lunch / Panel of “The Graduates”

- **Planning History & Theory** Dr. Michael Elliott, Ph.D.
- **Impact Assessment & C/B** Bruce Stiftel, Ph.D., FAICP
- **Functional Areas of Planning**
 - Transportation Claudia Bilotto, AICP, HNTB Corp.
 - Environmental Dr. Michael Elliot, Ph.D.

AICP Exam Review

Topics Covered Tomorrow - Faculty

- **Public Participation / Social Justice** Bruce Stiftel, Ph.D., FAICP
- **Ethics and Professional Conduct** Glenn Coyne, AICP - City of Duluth
- **Spatial Areas of Practice** Gary Cornell, FAICP - Jacobs

DON'T FORGET:

Young Planners Group Social TONIGHT

5:30 pm – 7:30 pm

Hudson's Grille, 942 Peachtree Street

AICP Exam Review

Outline of Subject Matter on AICP Exam

□ History, Theory & Law	15%
□ Plan Making & Implementation	30%
□ Functional Areas of Practice	25%
□ Spatial Areas of Practice	15%
□ Public Participation and Social Justice	10%
□ Code of Ethics & Professional Conduct	<u>5%</u>
TOTAL	100%

AICP Exam Preparation

Scheduling Your Exam

- The testing window is May 7-21, 2012
- Schedule Exam appt. www.prometric.com
- Have your ATT on hand when making appt.
- There are many locations in GA

AICP Exam Preparation

On Exam Day

- Arrive 30 minutes early
- Bring 2 forms of ID (passport, driver's license, SSA Card, etc.)
- Name on ID MUST match name on your ATT
- Calculator and scratch paper are provided
- Bring your watch and a sweater
- Take no books or reference materials in

Intro - AICP Exam Review

- **Background on AICP Exam**
 - Administration
 - Tips for Taking the Exam
 - Tips for Preparing for the Exam
- Best source of information is APA Website:
www.planning.org/certification
www.planning.org/certification/selectedread.html
aicpexam@planning.org
- Chapter Professional Development Officer:
Gary Cornell – gary.cornell@jjg.com

AICP Exam Review

Computer Based Exam

- 4 hour exam
- Starts with a 15-minute Tutorial
- 170 Questions
 - 150 Count Toward Your Score
 - 20 Pre-Test Questions NOT Scored
- Scaled score of 55 or greater is passing

AICP Exam Review

Two Main Areas

- Knowledge – 40% - history, law, ethics, land use, demographic trends, etc.
- Skills – 60% - demonstrate ability to work within a planning process, formulate goals, use appropriate technical methods, involve public, think long term

Many questions require professional judgment, combined with technical knowledge

AICP Exam Review

Nature of the Content

- More breadth of subject matter than depth
- Emphasis on public agency management
- Situations: “What would you do if...” questions
- Familiarity with the public planning process: planner’s roles vs. elected officials, applications of technical knowledge, analysis of alternatives, ethics, public interest, and public involvement in decision-making

AICP Exam Review

- **Computer Based Exam**

- Marking questions
- Skipping questions
- Review feature at the end of the exam
- On-line tutorial at www.planning.org/tutorial

Tips for Taking the Exam

- Go through the exam at least twice
- First time : answer “easy” questions
- Use ‘Mark’ function for hard questions, and move on!
- After the first run through check your watch
- Go through the second (or third) time for ‘Mark’d questions and answer ALL questions
- Enter your best guess - no penalty for wrong answers
- Check all the other questions, but be careful about “second-guessing”!

AICP Exam Review

Your score is determined by the number of questions you answer correctly. Therefore it is to your advantage to answer every question. If you are unsure of your answer, you can mark the question to review if time permits.

To mark a question

Click the **Mark**

A dark blue rectangular button with the word "MARK" in white, uppercase letters.

To unmark a question

Re-Click the **Mark** button.

A dark orange rectangular button with the word "MARKED" in white, uppercase letters.

(This button will only appear if you have marked the question.)

Layout of Review Page

Name	Marked	Completed	Skipped
<input checked="" type="checkbox"/> Question 1		Yes	
<input type="checkbox"/> Question 2	Yes	Yes	
<input type="checkbox"/> Question 3	Yes		Yes
<input type="checkbox"/> Question 4			Yes
<input checked="" type="checkbox"/> Question 5		Yes	

Symbols Key

= Marked question

= Completed question

= Incomplete question

Review Features

To review questions

Click on the **Review All** button. You will be moved to the first question. Clicking on the **Next** button will cause you to move to the next question. You can also double-click on the question number in the list to move to a particular question.



To review marked questions

Click on the **Review Marked** button. You will be moved to the first marked question. Clicking on the **Next** button will cause you to move to the next marked question.



To review incomplete questions

Click on the **Review Incomplete** button. You will be moved to the first incomplete question. Clicking on the **Next** button will cause you to move to the next incomplete question.



AICP Exam Review

Scoring the AICP Exam

- Score Reports ONLY to You - Confidential
- Chapter PDO receives notification of Passing Candidates only
- Scaled Scoring
 - Range from a Low of 25 to a High of 75
 - Passing is 55 or greater
 - NOT a percentage

AICP Exam Review

Scoring the AICP Exam

- Immediate notification at end of Exam
- Diagnostic Reports
 - If you do not pass, a report of your raw score in each area is provided to assist in preparing for reexamination

Resources for Practice Exams

- APA CD-ROM prep courses
- www.Planetizen.com
- www.Planningprep.com
- Russell Fricano, www.icpeweb.com

AICP Exam Review

Tips and Suggestions

- Talk to other AICP Planners
- Study Group – E-mail lists
- Rely on Your Experience as a Planner
- Exam Statistics – Caution:
 - Pass rates vary by Chapter, age, etc.
 - No control over HOW candidates prepare

AICP Exam Review

Tips and Suggestions

- Look at Percentage of Emphasis by Topic to Guide your Exam Preparation
- National Examination
 - Avoid Georgia-centric Thinking on Exam

AICP Exam Review

Tips and Suggestions

- **Professional Exam**
 - Very important certification as AICP
 - Follows **You** – not your employer - through your Career
- **Responsibilities of Being a member of AICP**
 - Continuing Education (32 hours every 2 years)
 - Code of Ethics
 - Professional Activities
 - Service

AICP Exam Review

Tips and Suggestions

Avoid the dreaded Dopeler effect!

Dopeler effect: The tendency of stupid ideas to seem smarter when they come at you rapidly.

Introduction to the AICP Exam

QUESTIONS?



American Planning Association
Georgia Chapter

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AICP EXAM REVIEW

Expert Panel

- **Amanda Easoz**, AICP, Community Planner, Jacobs Engr. Group
- **Ron Roberts, Jr.**, AICP Cobb County Dept. of Transportation
- **Kyetha Clark**, AICP, City of Marietta, Dept. of Development Services
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AICP Exam Review

Questions to the Panel

Looking back on your experience with taking the AICP Exam...

1. How early did you start preparing for the test? (years? months? weeks?)
2. How long (hours) did you spend preparing for the test?
3. What were the most useful forms or methods of preparation for you?
4. What were the best 2-3 sources of information that you would recommend?
5. What were the types of questions that you found to be the most difficult?
6. If you had it to do over, what would you do differently?