AICP EXAM REVIEW

February 19-20, 2016
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, 2016
  - Taking Exam in November, 2016
  - Not yet registered for the Exam
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Topics Covered Today - Faculty

- **Introduction – Taking the Test**
  Gary Cornell, FAICP

- **Ethics and Professional Conduct**
  Bruce Stiftel, Ph.D, FAICP

- **Planning Law**
  David Kirk, AICP - Troutman Sanders LLP

- **Lunch / Expert Panel of “Graduates”**

- **B/C and Impact Assessment**
  Bruce Stiftel, Ph.D., FAICP

- **Public Participation / Social Justice**
  Nisha Botwey, Ph.D., Georgia Tech

- **Functional Areas of Practice**
  Gary Cornell, FAICP

- **Transportation Planning**
  Tim Welch, Ph.D., Georgia Tech
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Topics Covered Tomorrow - Faculty

- Spatial Areas of Practice  
  Gary Cornell, FAICP

- Planning History & Theory  
  Michael Elliott, FAICP, Ph.D., GA Tech

- Plan-Making & Implementation  
  Gary Cornell, FAICP

DON'T FORGET:
Young Planners Group Social TONIGHT

Fadó Irish Pub Midtown
933 Peachtree St NE, Atlanta, GA 30309
Friday, February 19, 2016
5:30 p.m. - 7 p.m.
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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 5%

TOTAL 100%
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

- Chapter Professional Development Officer: Gary Cornell – gary.cornello1@gmail.com
Scheduling Your Exam

- Spring testing window is May 9-22, 2016
- Fall application deadline is end of June
- Fall testing window is early November
- Schedule Exam appt. www.prometric.com
- Have your ATT on hand when making appt.
- There are many locations in GA
AICP Exam Preparation

**APA’s Suggestions:**

1. Contact your PDO
2. Map your study plan
3. Select a Comprehensive Preparation Packet
   *AICP Exam Prep 3.0 – web-based with videos*
4. Access resources available on the web
   *APA Policy Guides*
5. Familiarize yourself with taking the exam
   *No-cost computerized examination simulation and illustrative questions from APA*
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
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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
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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
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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
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- 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”!
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** button.

**To unmark a question**

Re-Click the **Mark** button.

(This button will only appear if you have marked the question.)
### Layout of Review Page

<table>
<thead>
<tr>
<th>Name</th>
<th>Marked</th>
<th>Completed</th>
<th>Skipped</th>
</tr>
</thead>
<tbody>
<tr>
<td>Question 1</td>
<td>Yes</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>Question 2</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Question 3</td>
<td>Yes</td>
<td></td>
<td>Yes</td>
</tr>
<tr>
<td>Question 4</td>
<td></td>
<td></td>
<td>Yes</td>
</tr>
<tr>
<td>Question 5</td>
<td></td>
<td>Yes</td>
<td></td>
</tr>
</tbody>
</table>

**Symbols Key**
- ▶️ = Marked question
- ✔️ = Completed question
- 📚 = Incomplete question
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.
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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
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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
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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
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Tips and Suggestions

- Look at Percentage of Emphasis by Topic to Guide your Exam Preparation

- National Examination
  - Avoid Georgia-centric Thinking on Exam
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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
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Tips and Suggestions
Avoid the dreaded Dopeler effect!

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

Introduction to the AICP Exam
AICP EXAM REVIEW

Expert Panel

Regan Hammond, AICP, Arcadis

Lauren Blaszyk, AICP, The Collaborative Firm

Taylor Baxter, AICP, CH2M Hill/ City of Brookhaven