



COMMON Certification Program

What You Need to Know

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CBCA - Associate
CCBCP - Professional
COMMON Certified Application Developer – ILE RPG



www.common.org/certification

Agenda

- COMMON's program
- Testing here in Anaheim
- CBCA deeper dive



Why Does This Matter?

“Overall, professionals who had earned an IT or project management certification during the last five years earned an average of \$5,242 more than their counterparts.”

Source: Global Knowledge 2010 Salary Report

Certification Program

- Developed by COMMON members to meet the growing needs of the community
- Associate and Professional credentials, attest to your technical skills and business acumen through exams
- Not a technical certification, but one that measures ability to effectively integrate technical skills and business knowledge
- Stand out in the ever-competitive job market and gain a distinct career advantage by earning a COMMON certification.
- Start with the Associate credential, and build towards the Professional certification as you advance in your career.

Getting Certified

- Take and pass the COMMON Business Computing Associate (CBCA) exam
- Hold a technical certification (can be CCAD)
- Take and pass the COMMON Certified Business Computing Professional (CCBCP) exam
- After you receive the credential keep track of your continuing education and community activities to remain certified

CBCA

- COMMON Business Computing Associate
 - Recent college graduate (2-year pgm)
 - Two years hands-on experience in IT
 - Undergraduate in final year of 4-year program in IT with some hands-on experience
 - Non-degreed IT professional with more than 2-years work experience

CBCA Exam

- 92 Questions
- 2 Hours on-line - proctored
- \$300 - \$250 members - \$125 student
- 63% required to pass

After CBCA Certification

- Valid for 5 years
 - Expectation is that you will take and pass the CCBCP exam
- COMMON Education Credits (CECs) are not required
- Retaking the exam is the only recertification option

CBCA Exam Content

- Business Computing Terms and Concepts
- Business Processes
- End User Support and Tools
- Interpersonal Skills
- Networking/Telephony
- Operating Systems / Platforms / Environments
- Programming / Databases
- Security and Regulatory
- Systems Hardware

CCBCP

- **COMMON Certified Business Computing Professional**
 - Requires CBCA & another technical certification
 - Likely requires 5 years work experience in field
 - 71 questions, 2 hours, 61% passing
 - \$445 - \$345 members
 - 5 year certification period
 - 30 CEs + \$200 to recertify
 - or
 - Pass the exam again
- Technical certification must remain current

CCBCP Exam Content

- Leadership
- Finance
- Information Management
- Dynamic Technology Management
- Security and Regulatory Compliance

COMMON Education Credits (CECs)

- A total of 30 credits over five years
 - Education
 - Publishing
 - Presentations
 - Technical/Professional Service
 - Self Study
 - Employment
 - COMMON Certification Program Contribution
- Credit from multiple categories is necessary

CCAD

- COMMON Certified Application Developer – ILE RPG on IBM i on Power

- Prerequisites:

- 3-5 years performing a broad range of RPG design and programming activities
 - Advanced knowledge of keywords and their functions
 - At least 18 months to 2 years experience using ILE and /free format techniques
 - 64 questions, 2 hours, 66% to pass
 - \$300 - \$250 members



CCAD – RPG Test Content

- Core RPG, Subfiles, and Externally Described Files
- Advanced RPG & Problem Determination / Resolution
- RPG Data Handling
- Integrated Language Environment (ILE)

Certification Here In Anaheim

- Sunday, May 6: 11:00 a.m. – 3:00 p.m.
- Monday, May 7: 8:00 a.m. – 12:00 p.m.
2:00 p.m. – 6:00 p.m.
- Tuesday, May 8: 8:00 a.m. – 12:00 p.m.
2:00 p.m. – 6:00 p.m.
- Take Any Exam for \$99!
Adventures Tower, Congo Room



CBCA Deeper Dive

- Business Computing Terms and Concepts
- Business Processes
- End User Support and Tools
- Interpersonal Skills
- Networking/Telephony
- Operating Systems / Platforms / Environments
- Programming / Databases
- Security and Regulatory
- Systems Hardware

Business Computing Terms and Concepts

- LAMP Stack
- Wintel
- IBM
- PTF
- PMR
- DASD
- Disaster recovery
- ERP
- Profit and Loss
- Virtualization
- Quality Assurance
- SLA

Business Processes

- Function of individual applications, IE AP, AR, GL, etc.
- Backend processing
- Financial application closing process
- Capital item vs. expense item
- Elements of Total Cost of Ownership (TCO)
- PC applications that work with back end systems
- Personal productivity applications available on the desktop

Business Processes

- Basic requirements of privacy Law
- Basic requirements of SOx
- Basic requirements of PCI
- Consequences of a breach of compliance
- Business continuity
- IT Audit
- IT change management

End User Support and Tools

- Responsibilities of the help desk
- Remote access to user environments
- Trouble ticket management
- End user file types
- Mail client and mail server options (Browser, thick client, mobile)
- Data interchange between spreadsheets and word processors

End User Support and Tools

- Protecting environments from viruses, worms, hacks, etc.
- Mac OS
- Browsers
- ADMIN vs USER security levels
- Differentiate Firewire, USB, SCSI, SAS, PATA, SATA

Interpersonal Skills

- Presentations
- Interpreting business requirements
- Team responsibilities and duties
- Collaborative tools
- Teamwork
- Work ethic
- Ethical and honest behavior

Interpersonal Skills

- Disclosing information
- Harassment regulations
- Appropriate attire
- Leadership qualities
- Principles of project management
- Personal prioritization

Networking/Telephony

- IPv4 addressing
- IPv6 addressing
- Wireless vs. wired connectivity
- Routers, Switches, Firewalls
- NAT, DNS and DHCP
- VLANs

Networking/Telephony

- Anti-Virus, Anti-Spam, Web content filtering
- Telephony
- Network Security
- Remote access strategies
- Mobile devices

Operating Systems / Platforms / Environments

- IBM i (OS/400, i5/OS)
- Save and restore
- Windows Server
- OS updates and patching
- Malware protection
- AIX operating system technology
- Linux distros
- Typical system administrator skills
- High availability/disaster recovery

Programming / Databases

- Describe where best used:
 - RPG/ COBOL/CLLE/SQL
 - .NET
 - Java/C#/PHP/Ruby
 - C++
- Basic XML, DDS, and SQL syntax
- Create Tables and Views using SQL
- Compare and contrast databases

Programming / Databases

- Basic database structure (schema, commands, indices, etc.)
- Change management methodologies
- Structured and unstructured data

Security and Regulatory

- Business impact of data loss
- HIPPA, SOx, PCI
- Database access restriction
- Storage Encryption
- High Availability
- Location of data
- Physical access restrictions
- IT's responsibilities in the auditing process.

Systems Hardware

- Power Systems
- Client PCs
- X86 Servers
- Air Conditioning, Power, racks, and UPS
- Peripheral connectivity
- Disk protection methodologies

For More Information...

common.org/certification

