



2020 ACS CCP™ Exam FAQs for Exam Takers

For first time, the American Cheese Society Certified Cheese Professional® Exam will be held online. The Certification Committee and the ACS staff are dedicated to delivering a positive, professional experience that reflects your dedication and interest in a career in cheese. With that in mind, we're sharing answers to some of the most frequent questions as well as links to resources that you may find helpful.

Kelsie Parsons, our Certification Committee Chairperson, recorded a Fireside Chat with our Executive Director that includes lots of great information and insight. You can [view it on the ACS Instagram](#).

Q What tool is being used?

A Proctor U is the tool ACS is using for the online exam in combination with ExamSoft. Both tools are highly respected and reviewed, selected to ensure the legitimacy and security of the exam and maintain the value of the certification.

Q Can I use my own computer?

A Yes, as long as it meets the [specifications for the exam software](#). If you aren't sure how to check your computer, let us know at klundquist@cheesesociety.org and we will help.

Q Is it required that I download ExamSoft prior to the exam day?

A Yes. It is very important that you and your system are fully prepared. Download ExamSoft prior to September 2 and work through the example questions so you are ready to focus on the content.

Q Can I have a smartwatch or Fitbit?

A No, we ask that you leave any technology, including smartwatches, phones, calculators, tablets, or other electronics well away from your testing area.

Q Do I have to be in a specific location?

A We recommend making sure you have a strong, consistent internet connection and that you are in a quiet area with minimal distractions. Treat this like you would a test in school.

Q What kinds of questions are on the exam?

A The questions are multiple choice, focused on practical knowledge that covers a range of information from cheese production to sales and support.

Q How can I best prepare?

A ACS has several references online to help prepare and there are study groups online that provide peer support. <https://www.cheesesociety.org/certification-handbook>. We recommend reviewing the materials in a broad way, knowing that the questions are more focused on practical information needed for a career in cheese, not trivia.

Q Can I take notes or double check my work?

A The ExamSoft software has a space for notetaking for each question. Since ACS enables an option for you to go back to previous questions, you can reference your notes or go back and double check. ExamSoft also contains a calculator that will likely include scientific and graphic functions for our September exam date.



Q When is the test scheduled?

A The exam is scheduled for Wednesday, September 16, at 10am Pacific, 11am Mountain, 12pm Central, 1pm Eastern.

Q Can I take a break?

A The test will be divided into two sections, and you can take a break and walk away between the sections. After 75 questions, you will submit your answers and can step away for a moment.

Q Is there any formal preparation?

A We are hosting a webinar on Wednesday, September 2, two weeks before the exam. You will be able to “test drive” the system and make sure you are comfortable with the testing environment as well as ask questions and get support from the Certification Committee and our ACS team. Anyone registered to take the exam will be automatically invited to this event and will have access to the recorded webinar. If you do not receive an invite but think that you should have, please email klundquist@cheesesociety.org.

Q How long does it take to complete the test?

A The amount of time varies based on your test-taking style. There are about 150 multiple-choice questions, so plan for at least two hours. You can take up to four hours.

Q How many people pass the exam each year?

A A certification test is scored based on several factors that ensure its consistency and validity. The passing score is not on a scale, so the number of people who pass the exam is dependent on the success of each examinee, not on changes to the test.

Q What if my technology doesn't support the test system?

A If on September 2 when you attend the prep session you find that the technology is a barrier, we will be happy to discuss other deferment options with you.

Q When will I hear whether I have become an ACS CCP™?

A We expect to notify you via email within one month, by mid-October.

Q Will there be a public announcement?

A We are always thrilled to share the names of our newly certified ACS CCPs™!

If you have any questions, please feel free to email klundquist@cheesesociety.org.