

Welcome...

To CMP U!



NORTHERN CALIFORNIA
CHAPTER



MEETING PROFESSIONALS INTERNATIONAL

Presented by the CMP/CMM Committee of MPINCC

Today's Discussion...

- What to expect from CMP U
- CMP application and registration deadlines
- CMP applications hints
- Quantifying your experience in the meetings and events industry
- Maximizing your points towards the application
- Resources for preparing for the CMP Exam

CMP U

- 11 Sessions on various Saturdays, January – June
 - 1st session – informational
 - Last session – mock exam
- A network of CMPs to help you prepare for the exam
- Best test taking tips
- Practice quizzes
- Earn CEUs towards qualifying for CMP exam
- Opportunity to form study groups with other CMP candidates

The CMP Designation Today...

A GLOBAL designation

Over 14,000 CMPs worldwide,
in 36 countries and U.S. Territories

64% Planners

36% Suppliers

All industry professionals welcome!

The Benefits of Being a CMP...

- Global industry and peer recognition
- Authority to use the designation
- Professional development
- Personal achievement and increased confidence
- Competitive advantage
- Increased salary potential
- Network of fellow CMPs
- Educate and bring awareness to our industry

The CMP Application...

The Application Point System:

- Professional Requirements
 - 3 Options
- Internship or Continuing Education Requirements
 - 2 Options

Professional Requirements...

- Option 1: Professional Experience
 - Currently or recently employed in the industry (within the previous 12 months), with a minimum of 36 months of work experience OR
- Option 2: Professional & Education Experience
 - Currently or recently employed in the industry (within the previous 12 months), with a minimum of 24 months of work experience
 - Bachelor's degree in hospitality or international equivalent OR
- Option 3: Professional Experience in Academia
 - Currently a full-time instructor at an educational institution or in a university program, for a minimum of 36 months

Internship or CE Requirements...

- Option 1: Completed a structured internship in industry with a minimum of 200 hours of work experience with a professional organization through an accredited education institution or university OR
- Option 2: Completed 25 clock hours of industry-related CEUs within the past 5 years

In order to receive credit for CEUs, courses must relate to one of the key topic areas listed on the CMP-IS (International Standards).

The Process of Becoming a CMP...

1. Go to conventionindustry.org and download the CMP Application and the CMP Handbook
2. Complete and submit your application with documentation, and the appropriate fee
3. Review CMP-IS for study guidelines and to confirm CEUs relate to key topics
4. Study using all Reference Materials
5. Sit for the Exam
6. Re-certify your designation every 5 years

The CMP Exam...

- 3.5 Hour Exam
- 165 Multiple Choice questions, 4 possible responses for each question
- NO fill-in-the-blank questions
- NO true/false questions
- No essay questions
- Computer-Based Testing (CBT)

Compute-Based Testing (CBT)

- Beginning July 2012 CIC will offer CBT for the CMP Exam
- Paper exams will no longer be available
- A brief demo is available at <http://www.conventionindustry.org/cmp/cbtdemo>

Prometric

- Offered at 450 centers around the world
- www.prometric.com/CIC
 - Schedule your test
 - Locate a test center
 - Reschedule your test
 - Confirm your test
- Testing centers open 8am – 5pm
 - 3 hours 30 minutes to complete exam
 - 30 minutes available to take tutorial
- <http://www.youtube.com/watch?v=vlfaluKa80s>
for a brief explanation of the Prometric Check In Process

What to Expect

- CIC provides qualifying candidates with a letter explaining how to schedule an appointment with Prometric.
- Candidates must bring 1 form of non-expired, government issued ID (i.e. driver's license or passport)
- A dry erase board with markers will be provided to each candidate to take notes
- Candidates can use a basic calculator during the test
 - There is a “calculator” on-screen function
- Candidates can “challenge” a question
- Beginning November 2012, “unofficial” exam results will be available immediately following the exam
- Official results will be provided 30 days after the exam

Deadlines and Fee\$...

	3 rd Quarter 2012	4 th Quarter 2012
Application Submission Period	October 21 – February 3, 2014	February 18-May 9, 2014
CIC Exam Registration	February 20-March 14, 2014	May 27 - June 10, 2014
Exam Appointment Scheduling	March 25 - May 7, 2014	June 26 - August 6, 2014
Exam Period	May 8 - 17, 2014	August 7 - 16, 2014

CMP Program Fees	
CMP Application Submission Fee	\$250 USD
Exam Registration Fee	\$450 USD
Exam Cancellation Fee	\$100 USD



* All deadlines reflect the date the CIC should RECEIVE your materials and fees

Preparing for the Exam...

- 4 Study References to purchase or borrow*:
 - CIC Manual 8th Edition (\$65.95 USD)
 - PCMA Professional Meeting Management 5th Edition (\$79.99 USD)
 - CIC International Manual 1st Edition (\$79.95 USD)
 - APEX Glossary (download or purchase) (\$35.00 USD)
- CMP U – presented by MPINCC
- Other Resources you may consider:
 - PCMA CMP Exam Prep Suite (Online Prep Course endorsed by the CIC)

** If you borrow, make sure you have the current editions!*

Study References...



8th Edition CIC Manual



1st Edition CIC International Manual



5th Edition PCMA Manual



Current APEX Glossary

Eligibility

- Beginning October 1, 2011 candidates will have 1 year from the time they are eligible to take the exam
- Candidates accepted prior to August 2011 will still have 2 years to successfully take and pass the exam

Your Personal Commitment...

- ✓ Determine your own reasons for pursuing the CMP designation
- ✓ What's important to you to make the experience worthwhile?
- ✓ Commit to putting aside regular time to study
- ✓ Do it for YOURSELF (even if your employer requires it)

It's Time...

...to be recognized

...to gain a competitive advantage

...for personal achievement and further peer acceptance

...to formally show your commitment

To Earn the CMP Designation!

Presented by the CMP Committee of MPINCC

Contact...

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For any additional questions on the CMP Certification process please contact CIC by sending an e-mail to cichq@conventionindustry.org

Who are our speakers?



Joel Costa, CMP
Director of Sales & Marketing
San Jose Marriott

Josh Adams, CMP
Vice President of Sales
streamlinevents, Inc.



Who are our speakers?



Lisa Burkett, CMP CMM
Manager, Member Services &
Events
The Leadership Institute

Dana Marshall, CMP, CMM
Principle
Meetings Defined



Who are our speakers?



Carlee Duncan, CMP
Meeting & Events Manager
American Academy of
Ophthalmology

Pat Zollman, CMP, CMM
Senior Director, Global Accounts
Helms Briscoe



Who are our speakers?



Marilee Sonneman, CMP, DMCP
Founder & CEO
Spotlight Events

Sharon Marsh, CMP, CMM
Meetings Group Manager
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