### CertNexus FAQ Guide

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- How do you become a CertNexus Instructor?

#### Q: What is CertNexus?

CertNexus is a vendor-neutral certification body, providing emerging technology certifications and micro-credentials for business, data, developer, IT, and security professionals. CertNexus' mission is to assist in closing the emerging tech global skills gap while providing individuals with a path towards rewarding careers in Artificial Intelligence (AI)/Machine Learning, Data Science, Data Ethics, Internet of Things (IoT), and Cybersecurity.

# Q: Why do CertNexus certifications matter to organizations?

As a business leader, you know the importance of having team members who drive and protect your organization. CertNexus certification holders are exactly the professionals that you demand. By earning a CertNexus certification, they have proven their expertise.

Selecting and promoting the right people can be tricky. Unskilled employees can make mistakes that increase costs and lead to challenging delays. They can also make decisions that leave you vulnerable to malicious activities from outside attackers. You can rely on CertNexus-certified experts to have the knowledge and skills to perform the key roles in your organization, applying these abilities properly, efficiently, and securely.

Moreover, CertNexus offers some of the only certifications developed following ISO/ANSI standards of best practice for certification development. Both CertNexus' CyberSec First Responder (CFR) and Certified Artificial Intelligence Practitioner (CAIP) programs are ANSI accredited, which is valuable to both candidates and employers.

CertNexus certifications are also vendor-neutral, so the knowledge gained can be applied regardless of the IT environment. They are not tied to just one product or framework.

# Q: Which courses does CertNexus offer?

#### Cybersecurity

- CyberSAFE
- CyberSec First Responder (CFR)
- Cyber Secure Coder (CSC)
- IRBIZ

#### **Internet of Things**

- IoTBIZ
- Certified Internet of Things Practitioner (CloTP)
- Certified IoT Security Practitioner (CIoTSP)

#### **Artificial Intelligence**

- AIBIZ
- GenAIBIZ
- Certified Artificial Intelligence Practitioner (CAIP)

#### **Data Science**

- DSBIZ
- <u>Certified Data Science Practitioner (CDSP)</u>

#### **Data Ethics**

- DEBIZ
- <u>Certified Ethical Emerging Technologist (CEET)</u>

# Q: How long is each course?

Course	Duration	Learning Options
CYBERSECURITY		
CyberSAFE	½ Day	ILT, eLearning
IRBIZ	1 Day	ILT
CyberSec First Responder (CFR)	5 Days	ILT
Cyber Secure Coder (CSC)	3 Days	ILT, eLearning
INTERNET OF THINGS		
IoTBIZ	½ Day	ILT, eLearning
Certified Internet of Things	3 Days	ILT, eLearning
Practitioner (CloTP)		

Certified IoT Security Practitioner	3 Days	ILT
(CIoTSP)		
ARTIFICAL INTELLIGENCE		
AIBIZ	½ Day	ILT
GenAIBIZ	1 Day	ILT
Certified Artificial Intelligence	5 Days	ILT
Practitioner (CAIP)		
DATA SCIENCE		
DSBIZ	½ Day	ILT, eLearning
Certified Data Science Practitioner	5 Days	ILT
(CDSP)		
DATA ETHICS		
DEBIZ	1 Day	ILT
Certified Ethical Emerging	3 Days	ILT
Technologist (CEET)		
EMERGING TECHNOLOGY		<u> </u>
ETBIZ	1½ Days	ILT, eLearning

# Q: How many attempts do students get with the micro-credential assessments and exams?

Our micro-credentials are earned through receiving a passing score on the corresponding credentialing assessment. An individual has unlimited attempts to take the assessment using the CHOICE digital platform.

CertNexus certification exams are provided through Pearson VUE and an individual will have the opportunity to complete the exam virtually, using the Pearson OnVUE secure platform, or in person at a Pearson VUE testing facility. Courseware purchased with the exam vouchers will include the initial exam and a complimentary retake of the exam, if needed.

### Q: How is the course material delivered?

The course materials are available in Print + Digital or Digital Only options. Digital courseware and supplementary materials are delivered through the CHOICE digital platform. Virtual labs, if purchased, are delivered separately through CertNexus' lab partner, Skillable.

# Q: How long will students get access to the course materials?

Access keys must be redeemed within 12 months of purchase. Once redeemed, your subscription has no term limit, and you will receive perpetual access to the purchased materials.

### Q: How do students and instructors access the materials?

After placing an order on the Logical Operations Store, you will receive a digital access key within 24 hours of purchase.

Below are the redemption instructions for the student/instructors:

Redemption Instructions for **NEW STUDENTS/INSTRUCTORS** 

To redeem each Access Key, please follow these instructions:

- 1) Open your Internet Browser (recommended browsers are Firefox, Chrome and Safari):
- 2) Type in the following URL: <a href="http://www.lochoice.com">http://www.lochoice.com</a> and press the enter key. This will take you to the login page.
- 3) Under the "New User" section, enter your Access Key and click on the "ENROLL" button. NOTE: Access Keys are case-sensitive. Each Access Key can only be redeemed once.
- 4) Please fill in all required fields within the Enrollment form. Your Username and Password (Password is at least 6 characters with one being a number) choices are case-sensitive in future logins.
- 5) After completing the enrollment form, you will return to the LO-CHOICE homepage.
- 6) At the LO-CHOICE homepage, log in under RETURNING USER with your newly created Username and Password.
- 7) Upon logging in, you will be presented with the LO-CHOICE "Course Screen", which will list the course your access key provided access to. Click the course tile for your course to gain access to the electronic components for your course.

#### Redemption Instructions for **RETURNING STUDENTS/INSTRUCTORS**

To redeem each Access Key, please follow these instructions:

- 1) Open your Internet Browser (recommended browsers are Firefox, Chrome and Safari):
- 2) Type in the following URL: <a href="http://www.lochoice.com">http://www.lochoice.com</a> and press the enter key. This will take you to the login page.
- 3) Log in under RETURNING USER with your Username and Password.
- 4) Click on "Add a Course" tile.
- 5) Enter your Access Key in the pop-up window and click "ENROLL". You will now be presented with the LO-CHOICE "Course Screen", which will list the course your access key provided access to, along with all other courses you've redeemed on your account previously. Click the appropriate course tile to gain access to the electronic components for your course.

Logical CHOICE is available to you 24/7 at http://www.lochoice.com for the term length of your subscription.

If you have questions about redeeming your Access Key(s) or using the platform, please email Logical Operations Client Services at <a href="mailto:assist@logicaloperations.com">assist@logicaloperations.com</a>

# Q: How do you access the labs?

#### **Redemption Instructions for LogicalLabs**

To redeem each Access Key, please follow these instructions:

- 1) Open your Internet Browser.
- 2) Type in the following URL: <a href="http://www.lo-choice.com/">http://www.lo-choice.com/</a> and press the enter key. This will take you to the login page.
- 3) Access to LogicalLABS occurs through the LogicalCHOICE platform. You will need to have an Access Key for LogicalCHOICE in order to access LogicalLABS.

If you already have a username and password to LogicalCHOICE, please log-in with your existing LogicalCHOICE credentials.

If you do not have a username and password to LogicalCHOICE, please contact your training provider.

- 4) Once logged in to LogicalCHOICE, click on the Course Tile for the course you have been provided LogicalLABS access for.
- 5) A new window/tab will open taking you to the LogicalLABS home page.
- 6) If you are a new LogicalLABS user, click on either the Need an Account or Create an Account links.

  Please complete all required fields within the Enrollment form. Please save your username and password (entries are case sensitive) for future logins.

After enrolling, click on the Redeem Training Key link on your LogicalLABS Current Training page. Next, enter in the LogicalLABS Access Key provided, and click the Redeem Training Key button.

- 7) If you have an existing account or are a returning user, enter your username and password in the login fields. After entering the LogicalLABS Current Training page, click on the Redeem Training Key link and enter in the LogicalLABS Access Key provided to add an additional LogicalLABS product to your existing account.
- 8) Recommended browsers are Firefox and Chrome. Logical Operations recommends you use the latest version of your web browser.

#### Alternatively, you can:

- 1) Navigate to: <a href="https://logicaloperations.learnondemand.net">https://logicaloperations.learnondemand.net</a>
- 2) If you are a new LogicalLABS user, click the Create an Account link.

Please complete all required fields within the Enrollment form. Please save your username and password (entries are case-sensitive) for future logins.

After enrolling, please log in and click on the Redeem Training Key link on your Current Training page. Next, enter the Access Key provided, and click the Redeem Training Key button.

3) If you have an existing account or are a returning user, enter your username and password in the login fields. After entering the Current Training page, click on the Redeem Training Key link and enter in the Access Key provided to add an additional LogicalLABs to your existing account.

LogicalCHOICE is available to you 24/7 at http://www.lo-choice.com for the term length of your subscription.

If you have questions about redeeming your Access Key(s) for LogicalCHOICE, LogicalLabs, or using the CHOICE platform, please email Logical Operations Technical Support at assist@logicaloperations.com

Technical Support is available from 8AM-5PM (EDT) Monday-Friday.

If you have any Technical Support questions about LogicalLab access or performance, please email Customer Support at support@learnondemandsystems.com or connect via the contact button on the LogicalLabs home page.

# Q: How do sign up for their certification exam with Pearson VUE?

To Redeem your Voucher at a Pearson VUE testing center:

- 1) Navigate to <a href="http://pearsonvue.com/certnexus/">http://pearsonvue.com/certnexus/</a>
- 2) Choose the exam you would like to sit from the "View Exams" link.
- 3) If you have not logged in yet, you will need to log in or create a Pearson VUE account.
- 4) Use the Paid Voucher number(s) included in this email for the payment.
- 5) If you have any difficulty with redeeming this voucher, please contact support@certnexus.com

Pearson Support per region: <a href="https://home.pearsonvue.com/certnexus/contact">https://home.pearsonvue.com/certnexus/contact</a>

# Q: What are the instructor requirements?

CertNexus requires the instructors to be certified in the course they are teaching within one year of teaching the course. It is recommended that the instructor be familiar with the topic that they are teaching.

### Q: How are instructors trained on the materials?

CertNexus instructor materials include the necessary materials to prep for the delivery of the course including train the trainer (TTT) videos.

# Q: What is each course about and who is the ideal candidate?

Course	About	Target Candidate
CYBERSECURITY		
CyberSAFE	The CyberSAFE™ assessment will certify that the successful candidate has the knowledge, skills, and abilities to identify the common risks associated with using digital technology and safely protect themselves and their organizations from security risks.	Everyone in a company is responsible for their security, and anyone can put the organization at risk. CyberSAFE offers a solution by introducing team members and leaders, whether in technical positions or not, to some of the risks and pitfalls that they may face and shares how to best avoid and respond to them.
IRBIZ	IRBIZ course will guide business, IT and non-technical leaders through industry incident response methods and procedures frameworks, and	This course is designed primarily for IT leaders and company executives who are responsible for complying with incident

	also learn best practices and	response legislation. This
	mitigation methods.	course focuses on the
	S	knowledge, resources, and
		skills necessary to comply
		with incident response and
		incident handling process
		requirements
CyberSec First Responder (CFR)	CyberSec First Responder® (CFR)	Individuals with between 3
Cybersee mist responder (entry	is a comprehensive, in-demand	and 5 years of experience
	certification designed to	working in a computing
	validate the knowledge and	environment as part of a
	skills required to protect these	CERT/CSIRT/SOC who
	critical information systems	protect critical information
	•	-
	before, during, and after an	systems before, during, and
C. h C C. d (CCC)	incident.	after an incident.
Cyber Secure Coder (CSC)	CertNexus Cyber Secure Coder™	Software developers,
	(CSC) is the comprehensive	testers, and architects who
	certification for validating	develop in multiple
	secure coding practices – for all	programming languages for
	developers, in all programming	any type of platform - desire
	languages, on all platforms.	or are required to develop
		highly protected
		applications for business
		and organizational use.
INTERNET OF THINGS		
IoTBIZ	IoTBIZ will jump-start your	Non-technical business
	ability to decipher IoT and	professionals in project
	understand the components of	management, marketing,
	IoT infrastructure, challenges for	and sales who are seeking to
	consideration, and the impact	grow their organization
	· · · · · · · · · · · · · · · · · · ·	grow their organization
	that IoT will have on your	through IoT technology
	· · · · · · · · · · · · · · · · · · ·	
Certified Internet of Things	that IoT will have on your	through IoT technology
Certified Internet of Things Practitioner (CIoTP)	that IoT will have on your organization.	through IoT technology solutions.
	that IoT will have on your organization.  Certified Internet of Things	through IoT technology solutions. Individuals who are seeking
	that IoT will have on your organization.  Certified Internet of Things Practitioner (CloTP) is a	through IoT technology solutions. Individuals who are seeking to build a vendor-neutral,
	that IoT will have on your organization.  Certified Internet of Things Practitioner (CIoTP) is a comprehensive program	through IoT technology solutions. Individuals who are seeking to build a vendor-neutral, cross-industry foundational
	that IoT will have on your organization.  Certified Internet of Things Practitioner (CIoTP) is a comprehensive program designed for a wide variety of	through IoT technology solutions. Individuals who are seeking to build a vendor-neutral, cross-industry foundational knowledge that will enable
	that IoT will have on your organization.  Certified Internet of Things Practitioner (CIoTP) is a comprehensive program designed for a wide variety of job functions in building	through IoT technology solutions.  Individuals who are seeking to build a vendor-neutral, cross-industry foundational knowledge that will enable them to design, implement,
	that IoT will have on your organization.  Certified Internet of Things Practitioner (CIoTP) is a comprehensive program designed for a wide variety of job functions in building foundational knowledge and	through IoT technology solutions.  Individuals who are seeking to build a vendor-neutral, cross-industry foundational knowledge that will enable them to design, implement, operate, and/or manage an
	that IoT will have on your organization.  Certified Internet of Things Practitioner (CIoTP) is a comprehensive program designed for a wide variety of job functions in building foundational knowledge and skills of the important concepts	through IoT technology solutions.  Individuals who are seeking to build a vendor-neutral, cross-industry foundational knowledge that will enable them to design, implement, operate, and/or manage an
	that IoT will have on your organization.  Certified Internet of Things Practitioner (CIoTP) is a comprehensive program designed for a wide variety of job functions in building foundational knowledge and skills of the important concepts and components that are part of	through IoT technology solutions.  Individuals who are seeking to build a vendor-neutral, cross-industry foundational knowledge that will enable them to design, implement, operate, and/or manage an
Practitioner (CloTP)	that IoT will have on your organization.  Certified Internet of Things Practitioner (CIoTP) is a comprehensive program designed for a wide variety of job functions in building foundational knowledge and skills of the important concepts and components that are part of an IoT ecosystem.	through IoT technology solutions. Individuals who are seeking to build a vendor-neutral, cross-industry foundational knowledge that will enable them to design, implement, operate, and/or manage an IoT ecosystem.
Practitioner (CloTP)  Certified IoT Security Practitioner	that IoT will have on your organization.  Certified Internet of Things Practitioner (CIoTP) is a comprehensive program designed for a wide variety of job functions in building foundational knowledge and skills of the important concepts and components that are part of an IoT ecosystem.  Certified IoT Security	through IoT technology solutions.  Individuals who are seeking to build a vendor-neutral, cross-industry foundational knowledge that will enable them to design, implement, operate, and/or manage an IoT ecosystem.  This certification exam is
Practitioner (CloTP)  Certified IoT Security Practitioner	that IoT will have on your organization.  Certified Internet of Things Practitioner (CIoTP) is a comprehensive program designed for a wide variety of job functions in building foundational knowledge and skills of the important concepts and components that are part of an IoT ecosystem.  Certified IoT Security Practitioner (CIoTSP) upskills OT, IT, and Security teams by	through IoT technology solutions.  Individuals who are seeking to build a vendor-neutral, cross-industry foundational knowledge that will enable them to design, implement, operate, and/or manage an IoT ecosystem.  This certification exam is designed for practitioners
Practitioner (CloTP)  Certified IoT Security Practitioner	that IoT will have on your organization.  Certified Internet of Things Practitioner (CIoTP) is a comprehensive program designed for a wide variety of job functions in building foundational knowledge and skills of the important concepts and components that are part of an IoT ecosystem.  Certified IoT Security Practitioner (CIoTSP) upskills OT,	through IoT technology solutions.  Individuals who are seeking to build a vendor-neutral, cross-industry foundational knowledge that will enable them to design, implement, operate, and/or manage an IoT ecosystem.  This certification exam is designed for practitioners who are seeking to demonstrate a vendor-
Practitioner (CloTP)  Certified IoT Security Practitioner	that IoT will have on your organization.  Certified Internet of Things Practitioner (CIoTP) is a comprehensive program designed for a wide variety of job functions in building foundational knowledge and skills of the important concepts and components that are part of an IoT ecosystem.  Certified IoT Security Practitioner (CIoTSP) upskills OT, IT, and Security teams by validating the knowledge and	through IoT technology solutions.  Individuals who are seeking to build a vendor-neutral, cross-industry foundational knowledge that will enable them to design, implement, operate, and/or manage an IoT ecosystem.  This certification exam is designed for practitioners who are seeking to

ARTIFICIAL INTELLIGENCE AIBIZ	analyze vulnerabilities determine reasonable controls against threats, and effectively monitor IoT devices and respond to incidents.  AIBIZ offers business professionals with an understanding of AI concepts, fundamentals of AI implementations, and the impact of AI including business use cases.	design, implement, operate, and/or manage a secure IoT ecosystem.  Business leaders, consultants, product and project managers, and other decision-makers who are interested in growing the business by leveraging the power of AI. Other individuals who wish to explore basic AI concepts are also candidates for this assessment.
GenAlBIZ	GenAIBIZ offers business professionals with the ability to describe the fundamentals of AI and generative AI; generate text, code, images, video, and audio using generative AI; identify the challenges of generative AI; and implement organizational strategies for generative AI.	Business leaders, consultants, product and project managers, and other decision-makers who are interested in growing the business by leveraging the power of generative AI. Other business professionals who wish to explore generative AI solutions are also candidates for this assessment.
Certified Artificial Intelligence Practitioner (CAIP)	The Certified Artificial Intelligence Practitioner™ (CAIP) is an in-demand, fast-growing training program and certification designed for data practitioners desiring to get equipped with vendor-neutral, cross-industry knowledge of Artificial Intelligence (AI) concepts and skills. It enables you to select, train, and implement Machine Learning solutions.	This certification exam is designed for practitioners who are seeking to demonstrate a vendorneutral, cross-industry skill set within AI and with a focus on ML that will enable them to design, implement, and hand off an AI solution or environment.
DATA SCIENCE		
DSBIZ	DSBIZ offers business professionals with the necessary knowledge to help make decisions and drive	This course is primarily designed for managers, business leaders, and other decision makers who are

	organizational data strategies by	interested in growing the
	understanding data	business by leveraging the
	fundamentals, implementation	power of Data Science.
	tactics, and potential effects of	Other individuals who wish
	data-driven solutions.	to explore basic Data
		Science concepts are also
		candidates for this course.
Certified Data Science Practitioner	Certified Data Science	The Certified Data Science
(CDSP)	Practitioner (CDSP) is a vendor-	Practitioner exam is
(6531)	neutral, high-stakes certification	designed for professionals
	designed for programmers, data	across different industries
	professionals and analysts	seeking to demonstrate the
	seeking to validate and	ability to gain insights and
	showcase their knowledge and	
	_	build predictive models from
DATA FILICO	skills in the area of Data Science.	data.
DATA ETHICS	Data Ethica for Dusiness	
DEBIZ	Data Ethics for Business	Designed for individuals who
	Professionals (DEBIZ) is	are seeking to demonstrate
	designed so business	an understanding of ethical
	professionals can identify,	uses of data in business
	explain, and document how	settings. The exam is open
	their organization identifies	to new and established
	ethical principles and sources of	professionals seeking to
	risk, and creates sustainable	learn more about data
	ethical decision-making	ethics in the modern
	processes.	business world.
Certified Ethical Emerging	Certified Ethical Emerging	Designed for individuals
Technologist (CEET)	Technologist (CEET) is designed	seeking to demonstrate a
	for individuals seeking to	vendor-neutral, cross-
	demonstrate a vendor neutral,	industry, and
	cross-industry, and	multidisciplinary
	multidisciplinary understanding	understanding of applied
	of applied technology ethics	technology ethics that will
	that will enable them to	enable them to navigate the
	navigate the processes by which	processes by which ethical
	ethical integrity may be upheld	integrity may be upheld
	within emerging data-driven	within emerging data-driven
	technology fields (such as	technology fields (such as
	artificial intelligence	artificial intelligence (AI),
	(AI)/machine learning, Internet	Internet of Things (IoT), and
	of Things (IoT), and data	data science).
	science).	
EMERGING TECHNOLOGY		
ETBIZ	Business professionals will gain	This course is designed for
	an understanding of internet of	business leaders and
	things, artificial intelligence, and	decision makers, including
	data science, plus the benefits	C-level executives, project
	· ·	

and challenges of how to begin integrating these emerging technologies into your business.	managers, HR leaders, Marketing and Sales leaders, technical sales consultants, and other decision makers who want to
	increase their knowledge of and familiarity with
	emerging technologies such as Artificial Intelligence,
	Data Science and Internet of Things.

### Q: How do I become a CertNexus Instructor?

CertNexus has established the CertNexus Authorized Instructor (CAI) program to recognize instructors who are prepared to lead CertNexus training programs in-person or virtually. CertNexus Authorized Instructors are credentialed professionals, either individuals or affiliated with CertNexus Authorized Training Partners (ATP). They are recognized for their CertNexus product proficiency, understanding and knowledge, and their instructional skills in delivering CertNexus programs using CertNexus Authorized Training Curriculum. CertNexus Authorized Instructors have the product knowledge needed to meet industry standards and lead courses in instructional settings.

All details related to CertNexus Authorized Instructor (CAI) are elaborated in the CAI Program Guide. We look forward to partnering with all interested instructors to bridge the growing emerging tech skills gap and provide individuals with pathways to rewarding careers.

#### **CertNexus Authorized Instructor (CAI) Criteria**

The criteria for becoming a CertNexus Authorized Instructor are listed below:

- Current validated certification in the CertNexus THINK (CyberSAFE, AIBIZ, GenAIBIZ, DSBIZ, IoTBIZ, and IRBIZ), BUILD or SECURE Program(s) (CAIP, CDSP, CEET, CFR, CloTP, CloTSP, and CSC) candidate is applying for.
- Demonstrated instructor experience and teaching skills proven by holding MCCT, MCT or similar
  certification from another vendor, or a letter from an academic institution confirming instructor
  experience and teaching skills. If none of these apply to you, please email us
  at certifications@certnexus.com
- Teaches official CertNexus courses only using CertNexus Authorized Training Curriculum.
- Agrees to sign the Instructor Agreement upon approval.

 Must keep a valid current certification for the latest version of the CertNexus programs which instructor delivers.

#### **Application procedure**

The application procedure for all interested instructors desiring to apply to become a CertNexus Authorized Instructor is explained as follows:

- Phase 1 Application: Interested instructors can begin their application by filling in
  the <u>CertNexus Authorized Instructor Application Form.</u> After submitting the Application form, a
  copy will be emailed to the email address provided. In addition to submitting the Application
  form, an email with the required attachments should be sent
  to <u>certifications@certnexus.com</u> with "Authorized Instructor Application name and surname"
  in the subject field.
- Phase 2 Review: All CAI applications are subject to review. Upon review of applicant's
  qualifications, CertNexus may contact the applicants to provide additional information. The
  approval process itself may take up to fifteen business days.
- Phase 3 Pre Approval: Upon the successful review and validating all CAI criteria are met, the
  applicant will receive confirmation for the pre-approval and will be requested to sign the <u>CAI</u>
  Agreement.
- Phase 4 Approval: Upon the signing of the CAI Agreement, the applicants will receive confirmation for the approval and will be awarded CAI status and the CAI badge.

#### **CAI Benefits**

All CertNexus Authorized Instructors, upon their approval, are entitled to an access to the following benefits:

- CertNexus Authorized Instructor badge
- CertNexus Authorized Instructor community access
- Discounted prices for Instructor course bundles for all CertNexus programs
- Possibility to be engaged as a freelance/independent instructor through CertNexus / Logical Operations
- CertNexus Authorized Instructor Impact points program

To find out more about the CertNexus Authorized Instructor please review the CAI Program Guide or email us at certifications@certnexus.com.