
A Candidate's View of ITAC

James de Raeve, The Open Group

j.deraeve@opengroup.org

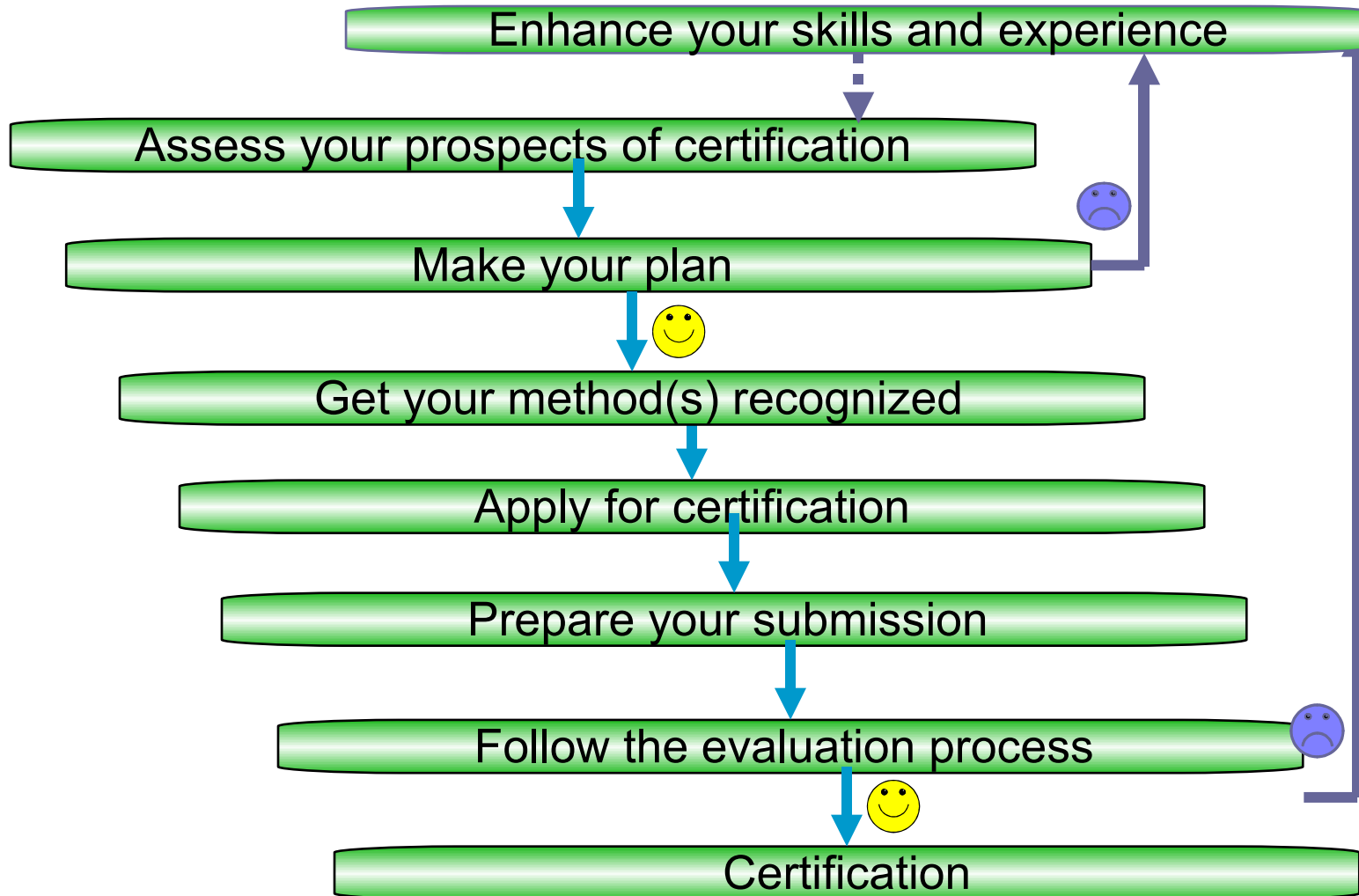
In this presentation...

- The objective is to give you a quick overview of the steps you need to take in order to become certified
 - The general sequence
 - Making your plan
 - Applying for certification
 - Preparing your submission
 - The evaluation process
 - Establishing your certification

Basics of the program

- ❑ Conformance Requirements define the skills and experience required at 2 levels
 - Level 2 - Master Certified
 - Level 1 - Certified
- ❑ Certification is on the basis of peer review
 - Face to face for Level 2
 - Telephone for Level 1
 - Basis of the interview is the Certification Package
 - your case for how you meet the Conformance Requirements
- ❑ Employers may be accredited to evaluate their own staff
 - Same Conformance Requirements
 - Equivalent process

The General Sequence



Assess your prospects

- ❑ To be certified you have to comply with ALL the Conformance Requirements at the level you are aiming for
 - See the Conformance Requirements at:
http://www.opengroup.org/itac/cert/docs/ITAC_Conformance_Requirements.pdf
- ❑ Four main areas:
 - Core Foundation Skills
 - Experience
 - Professional development
 - Contributions to the Architect Community (not for level 1)
- ❑ You must provide Experience Profiles for at least three projects on which you have worked (two for level 1)
- ❑ You must also declare at least one *recognized* architecture development method that you have used in your work

Decision time

- Can you meet the requirements for Level 2?
 - If yes – make a certification plan
 - If no –
 - If you can meet the requirements for Level 1
 - Do you want to apply for Level 1 certification now?
 - Then make a certification plan
 - Do you want to apply for Level 2 certification later?
 - Then make a remedial plan
 - If you cannot meet the requirements for Level 1
 - Then make a remedial plan

Making your remedial plan

- Examine the Conformance Requirements in detail
- Identify the specific points on which you do not comply
- If the problem is with experience and skills
 - Negotiate with your manager
 - Agree a plan to gain the needed experience
 - Agree a plan to gain and use the needed skills
 - Agree a plan to obtain access to the documentary proof
- If the problem is with your professional development or your contribution to the community...
 - Then the solution is up to you

Making your certification plan (1)

- Which method(s) are you declaring
 - Will there be any delays in getting method recognition?
- For which level of certification will you apply
 - Consider the effort, time and cost
- Which projects will you use for your Experience Profiles
 - Is the information easily available
 - Is it in a suitable form
 - Are there any confidentiality problems to be overcome
 - How much time will it take you

Making your certification plan (2)

- ❑ Who will you ask for references and how long will it take to get a reply?
- ❑ How long will it take to write up your Certification Package?
 - About 40 hours is indicated by feedback from candidates
- ❑ When will you be ready for your Certification Board?
 - Your package must be accepted by the Certification Authority at least 45 days before the Board takes place
 - You cannot postpone your Board with less than 30 days notice
- ❑ If you are going for Level 2, make your arrangements for travelling to the Certification Board

Get your method(s) recognized

- ❑ If your method(s) are on the list of recognized methods, declare them when you register for certification
- ❑ If your method(s) are not on the list
 - Download the method recognition template at:
http://www.opengroup.org/itac/cert/docs/Method_Requirements_Ter
 - Provide the information requested in the template and collect any supporting information
 - When you register for certification, click “Other” for method and prepare to upload the information when requested
- ❑ Be prepared to respond to any questions, or requests for further information

Applying for certification

- ❑ You need to have an Open Group ID and password
 - New users acquire ID and password at: https://www.opengroup.org/itac/cert/pub_reg.tpl
- ❑ Start registration for ITAC at:
 - https://www.opengroup.org/itac/cert/protected/product_dc.tpl
 - Select level of certification
 - Provide personal details and, optionally, employer details
 - Select level of confidentiality
 - Set a personal confirmation code
 - Declare method(s)
 - Indicate preferred schedule for Certification Board
 - Pay the fees
 - Accept the Certification Agreement
- ❑ Download the Certification Package template

Preparing your submission

- ❑ Allow sufficient time - about 40 hours to produce a good Certification Package
- ❑ This is your statement justifying your claim for certification
 - Make it easy for the Board members to see how you meet the requirements
 - Go for quality not quantity
- ❑ Microsoft Word format file
 - Template: <https://www.opengroup.org/itac/cert/docs/templates.tpl>
 - Follow the instructions in the template:
 - **do not delete inconvenient headings!**
- ❑ Login at: <https://www.opengroup.org/itac/cert/protected/>
 - Upload your Certification Package
 - Agree to the terms and conditions

Processing your submission

- The Certification Authority will audit your submission for completeness and compliance with the rules
 - Must be accepted by the Certification Authority at least 45 days prior to the date of your Certification Board, so please submit as early as possible
- If there are problems
 - The Certification Authority will alert you within 10 days
 - You have 1 month to correct the problems
 - You only get one shot at correcting the problems
- The Certification Authority will e-mail you a formal acceptance of your submission

Evaluation process

- ❑ The evaluation process is undertaken by a Certification Board
- ❑ The Board's objective is to evaluate you against the Conformance Requirements
 - They will read and evaluate your Certification Package
 - They will check the references you supply
 - They will interview you to verify your claims in the package
 - And to allow you to remedy any apparent gaps between Conformance Requirements and the Certification Package
- ❑ They will arrive at a unanimous or majority recommendation during a consensus meeting after the interview
 - If certification is declined they will provide you with a clear statement of which Conformance Requirements you failed to meet

The Certification Board

- ❑ Your Certification Board will consist of three subject-matter experts
- ❑ They will be:
 - Master Certified IT Architects, or members of the Specification Authority
 - Usually from three different companies
- ❑ One will have been appointed as Chair of the Board
- ❑ You will have one-hour, one-on-one interviews with each of the three Certification Board members
- ❑ You don't have to do a presentation on your package – the Board members will ask you questions

The Certification Board

- ❑ For level 1 the interviews will be by telephone
 - Scheduled at a mutually convenient time for you and each Board member
- ❑ For Level 2 the three interviews will be face-to-face during the course of a single day
- ❑ A number of other candidates will be being interviewed by the Board on the same day
- ❑ Level 2 Boards are held to coincide with The Open Group's quarterly conferences
- ❑ If sufficient people need them, Level 2 Boards may be at other times and other places – so ask
 - E.g. to evaluate several candidates from one company

After the Certification Board

- The Certification Board may send you a follow-up question during their consensus discussions
 - This usually is the result of either:
 - A misunderstanding between Board members
 - An oversight in clarifying some aspect of your package
- You will be informed of the outcome of the Certification Board by e-mail – normally within 2 weeks
- If your application for certification is declined you will receive:
 - An explanation of which of the Conformance Requirements the Board considered you did not meet
 - Advice on the steps you can take to achieve certification at a later date.

Completing your certification

- When you are informed that certification has been granted
- Login at: <https://www.opengroup.org/itac/cert/protected/>
 - Agree to the terms of the Trademark License Agreement
 - Download the IT Architect Certification program logo
 - Download your certificate
 - Check your entry in the Directory of Certified IT Architects
 - Check, or change, the level of confidentiality of your information
 - Check, or change, your personal confirmation code



- Don't forget to keep your information up to date
- Participate in AOGEEA!!