

# Frequently Asked Questions

**Course Title:** Contracting DAWIA/FAC-C Certification Preparation Course

**Course #:** 1235

**Duration:** 5 days

**Delivery Method:** Instructor-led online (synchronous)

**Alternative Delivery Methods:** Instructor-led live classroom

## 1. What business or organizational need does this course address?

Prepare for the closed book Contracting Certification exam through relevant content review, discussions, practice quizzes, and a post-assessment which emulates the Contracting Certification exam itself.

## 2. Who should attend?

This course is not required for obtaining DAWIA or FAC-C certification; however, completion of the course is highly encouraged for all individuals preparing to take the Contracting Certification Exam.

## 3. What will I learn how to do in this course?

- Distinguish skills and roles within contracting life cycle phases
- Determine appropriate communication and documentation
- Describe standards of conduct
- Explain situational assessment and team dynamics
- Summarize contract principles
- Determine how to plan solicitations
- Describe how to request offers
- Discuss how to plan sales and prepare offers
- Recognize how to perform price or cost analysis
- Explain how to plan negotiations
- Select source
- Manage disagreements
- Administer contracts
- Ensure quality
- Manage changes
- Manage subcontracts and closeout contracts
- Determine your level of preparedness for the Contracting Certification exam

## 4. What kinds of activities are included in this course?

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Individual, small-group, and large-group exercises; lecture, discussion, case study, action planning

## 5. Are there prerequisites for this course?

There are no mandatory prerequisites for this course.

Suggested:

- CON 1100: Contract Foundational Skills
- CON 1200: Contract Pre-Award
- CON 1300: Contract Award
- CON 1400: Contract Post-Award

## 6. Do I have to complete any prework for the course?

There is no prework required for this course.

## 7. Is this course applicable toward a professional certification?

No, this course is not applicable toward a professional certification. However, many Management Concepts courses do prepare you for professional certification programs. Click [here](#) to see a full list of professional certification programs that are supported by Management Concepts training courses.

## 8. Does this course count for credit toward a Management Concepts Certificate Program?

No, this course is not applicable toward a Management Concepts Certificate Program. However, many Management Concepts courses do count for credit toward a Management Concepts Certificate Program. Click [here](#) to see a full list of Management Concepts Certificate Programs.

## 9. What credits do I earn by completing this course?

The following credits are available for this course:

NASBA CPEs: 40

NASBA Field of Study: Finance

NASBA Level: Basic

CEUs: 3.2

PDU: 35

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CLPs: 40

## 10. What course(s) do you recommend after I complete this course?

- [Advanced Source Selection](#)
- [Contract Administration](#)
- [Performance-Based Service Acquisition](#)
- [Contracting with Small Business Concerns](#)

## 11. What are Additional Features?

Most courses and training solutions have **Additional Features** designed to help every learner master and retain the concepts explored in the course. You can see which Additional Features are added to this course on the course page under the **Learning Objectives & Additional Features** tab – and for a more detailed exploration of our Additional Features, you can visit [this web page](#).

## 12. What's in it for me?

This course prepares you to excel on the Contracting Certification Exam by providing a refresher on the competencies that will be assessed on the exam, preparation tips, and practice quizzes that represent the type of questions you should see on the exam.