



CERTIFIED EXPERT

Adobe® FrameMaker® 7.0

EXAM PREPARATION GUIDE



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This guide provides all the information you need to get started in preparing for Adobe Certified Expert (ACE) and recertification exams. Passing ACE and recertification exams demonstrates your proficiency with Adobe software products and allows you to promote your expertise with customers and employers. As an ACE, you can stand out from your competitors and be noticed.

ACE Frequently Asked Questions

What is an ACE? What are the benefits of being certified? What are the exams like? Get all your ACE questions answered in a brief, to-the-point FAQ.

Four-Step Check List

Learn about the process for getting certified.

Step 1: Choose your certification level.

Step 2: Register for your exam(s).

Step 3: Prepare for and take your exam(s).

Step 4: Read the ACE Agreement and join the Adobe Certified community.

Exam Topic Areas and Objectives

Review the test content—topic areas and objectives—for each product exam. The topic lists will help direct your studies, so please review correctly.

Practice Exams

Review sample questions to get an idea of the types of questions that will be on the exam. *Note: Though helpful, these practice exams are not necessarily representative of the difficulty of the questions that you will encounter on the actual exam.*

Practice exams are available for all of the following Adobe products:

- Adobe Acrobat 6.0 Professional
- Adobe Acrobat 7.0 Professional
 - Print Production
 - with Adobe LiveCycle™ Designer
- Adobe After Effects® 6.0 Professional
- Adobe GoLive® CS
- Adobe GoLive CS2
- Adobe Illustrator® CS
- Adobe Illustrator CS2
- Adobe InDesign® CS
- Adobe InDesign CS2
- Adobe Photoshop® CS
- Adobe Photoshop CS2
- Adobe Premiere® Pro



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FREQUENTLY ASKED QUESTIONS

Q. What is an Adobe Certified Expert (ACE)?

A. An Adobe Certified Expert (ACE) has earned a certification created specifically for graphic designers, Web designers, video professionals, system integrators, value-added resellers, developers, or business professionals seeking recognition for their expertise with Adobe products. By passing one or more ACE exams, you become eligible to promote yourself to prospective clients as a highly skilled, expert-level user of Adobe software.

Q. What is the main benefit of passing ACE exams and becoming Adobe certified?

A. Adobe certification is an industry standard in excellence that can be used to demonstrate your product knowledge and expertise, and also serves as a catalyst when finding a job or seeking a promotion. The Adobe Certified Expert (ACE) and Adobe Certified Instructor (ACI) logos and credentials have been created for self-promotional use by individuals who have met all requirements of the Adobe Certified Expert or Adobe Certified Instructor programs. Those who have passed the tests may place certification logos on business cards, resumés, Web sites, and other promotional materials.

Q. What are ACE Specialist and ACE Master?

A. There are three levels of Adobe certification.

1. Single product certification: Recognizes your proficiency in a single Adobe product. To qualify as an ACE, you must pass one product-specific exam. Example: ACE, Adobe InDesign CS2
2. Specialist certification: Recognizes your proficiency in a specific medium: Print, Web or Video. To become certified as a Specialist, you must pass the exams on the required products listed below. Example: ACE Print Specialist (with passing marks on the tests for Adobe InDesign, Adobe Acrobat, and either Adobe Photoshop or Adobe Illustrator)

Specialists must pass all required (R) exams and any one elective (E) within any given certification track:

	Print Specialist	Web Specialist	Video Specialist
Adobe InDesign	R	—	—
Adobe GoLive	—	R	—
Adobe Acrobat*	R	E	—
Adobe Photoshop	E	R	R
Adobe Illustrator	E	E	—
Adobe Premiere	—	—	R
Adobe After Effects	—	—	R

Note: Exam requirements are subject to change.

*Adobe Acrobat 7.0 Professional Print Production exam only.

FREQUENTLY ASKED QUESTIONS

3. Master certification: Recognizes your skills in terms of how they align with the Adobe product suites. To become certified as a Master, you must pass the exam for each of the products in the suite. Example: ACE, Creative Suite Master (with passing marks on the tests for Adobe Acrobat, Adobe GoLive, Adobe Illustrator, Adobe InDesign, and Adobe Photoshop)

Q. What is an Adobe Certified Instructor (ACI)?

- A.** An Adobe Certified Instructor (ACI) is an ACE who provides instruction on Adobe products. ACIs must have an instructor qualification (a teaching credential, passed the CompTIA CTT+ (<http://www.comptia.org/certification/ctt/>) or equivalent), in addition to passing one or more ACE exams. For more information, visit the ACI home page, <http://www.adobe.com/support/certification/aci.html>

Q. How do I prepare for an ACE Exam?

- A.** The keys to preparing for an ACE exam are experience with the product and studying this Exam Preparation Guide (<http://partners.adobe.com/public/ace/main.html>). To access online training, user guides, and many other study materials, visit Adobe's training resources page (<http://www.adobe.com/support/training.html>). The following resources may also help you prepare for your ACE exam:

- Adobe product user guides
- Adobe Press books
- Adobe Authorized Training Centers (find the AATC nearest you through the Adobe Partner Finder online at: http://partners.adobe.com/asn/partnerfinder/search_training.jsp)
- Adobe online training at www.adobe.elementk.com
- Tutorials and materials from Total Training, at www.totaltraining.com
- Other training resources online at www.adobe.com/support/training.html

Q. How do I get training?

- A.** Once you know what product you want to get certified in, use the Adobe Partner Finder (<http://partners.adobe.com/asn/partnerfinder/trainingprovider/index.jsp>) database to locate an Adobe Certified Instructor or an Adobe Authorized Training Center in your area that teaches a class on the Adobe product you want to learn. Contact them directly for more information about their classes and registration details.

Q. What are the benefits to becoming an ACE?

- A.** As an individual with an ACE, you can:
- Differentiate yourself from competitors
 - Get your resumé noticed
 - Attract and win new business
 - Gain recognition from your employer
 - Get the inside track on Adobe's latest offerings
 - Leverage the power of the Adobe brand and resources

If you are an employer, use ACE as a benchmark so you can:

- Find the right person for the job
- Quickly assess candidate skill level
- Invest in your most promising employees
- Increase productivity and efficiency

FREQUENTLY ASKED QUESTIONS

Q. What type of exam are the ACE exams?

A. Adobe ACE exams (which are administered by Pearson VUE and Thomson Prometric, independent third-party testing companies) are computer-delivered, closed-book tests consisting of 60 to 90 multiple-choice questions. Each exam takes approximately one to two hours to complete, and results are given to you at the testing center immediately after you complete the test.

Q. What type of exam are the recertification exams?

A. Adobe recertification exams are Web administered exams that are available to current ACEs only. The exams are delivered to your desktop via the Web. The tests consist of 30-60 multiple choice questions focusing exclusively on new product features. Each exam takes approximately 30 minutes to one hour to complete. Results are revealed immediately after you finish.

Q. How do I register for an ACE exam?

A. Contact Pearson VUE or Thomson Prometric by phone, on the Web, or in-person:

	Pearson VUE	Thomson Prometric
Register online	www.pearsonvue.com	www.2test.com
Register in-person	Find a location online at www.pearsonvue.com	Find a location online at www.2test.com

Q. What is the fee for the ACE exam?

A. Each exam is US\$150 or local currency equivalent.

Q. What is the fee for the recertification exam?

A. The fee for Web administered ACE recertification exams is US\$50 or local currency equivalent.

Q. Soon after I passed an ACE exam, the exam was published for a new product version. Do I have to successfully complete the new exam within 90 days?

A. You may continue to use the ACE logo and materials in accordance with the Adobe Certified Program Guidelines for Logos and Credentials. When the ACE and recertification exams are published for the next version of the product, you must successfully complete that exam within 90 days to keep your ACE status current and continue using the ACE logo and materials.

Q. What can I expect from Adobe if I pass the ACE exam?

A. As soon as you pass the exam, your name and exam results are given to us by Pearson VUE or Thomson Prometric, our worldwide test administrators. Your exam data is then entered into our database. You will then be sent an ACE Welcome Kit and access to the ACE logo. You are also placed on our certification mailing list to receive special Adobe announcements and information about promotions and events that take place throughout the year.

Q. How long does it take to receive my Welcome Kit?

A. You can expect your Welcome Kit to arrive four to six weeks after we receive your exam results.



CERTIFIED EXPERT

FOUR-STEP CHECK LIST

STEP 1: Choose your certification level

There are three levels of certification to become an Adobe® Certified Expert. Choose the one that's right for you.

- 1. Single product certification: Recognizes your proficiency in a single Adobe product. To qualify as an ACE, you must pass one product-specific exam.**

Example: ACE, Adobe InDesign CS

- 2. Specialist certification: Recognizes your proficiency in a specific medium: print, Web, or video. To become certified as a Specialist, you must pass the exams on the required products listed below.**

Example: ACE Print Specialist (with passing marks on the tests for Adobe InDesign, Adobe Acrobat, and either Adobe Photoshop or Adobe Illustrator)

- 3. Master certification: Recognizes your skills in terms of how they align with the Adobe product suites. To become certified as a Master, you must pass the exam for each of the products in the suite.**

Example: ACE, Creative Suite Master (with passing marks on the tests for Adobe Acrobat, Adobe GoLive, Adobe Illustrator, Adobe InDesign, and Adobe Photoshop)

Specialists must pass all required (R) exams and any one elective (E) within any given certification track:

	Print Specialist	Web Specialist	Video Specialist
Adobe InDesign	R	—	—
Adobe GoLive	—	R	—
Adobe Acrobat*	R	E	—
Adobe Photoshop	E	R	R
Adobe Illustrator	E	E	—
Adobe Premiere	—	—	R
Adobe After Effects	—	—	R

Note: Exam requirements are subject to change.

*Adobe Acrobat 7.0 Professional Print Production exam only.

STEP 2: Register for your exam(s)

Adobe ACE exams are administered by Pearson VUE and Thomson Prometric, independent third-party testing companies. The tests are offered at more than five thousand authorized testing centers in many countries.

To register for your ACE exam(s), contact Pearson VUE or Thomson Prometric by phone, on the Web, or in person. Please note, all recertification Web based exams are delivered through Thomson Prometric only.

	Pearson VUE	Thomson Prometric
Register online	www.pearsonvue.com	www.2test.com
Register in-person	Find a location online at www.pearsonvue.com	Find a location online at www.2test.com

The ACE exam fee is US\$150 worldwide. The recertification exam fee is US\$50.



FOUR-STEP CHECK LIST

STEP 3: Prepare for and take your exam(s)

The keys to preparing for an ACE exam are experience with the product and studying using the Exam Prep Guide. To access online training, user guides, and many other study materials, visit Adobe's training resources page.

The following resources may also help you prepare for your ACE exam:

- Adobe product user guides
- Adobe Press books
- Adobe Authorized Training Centers (find the AATC nearest you through the online Adobe Partner Finder)
- Adobe online training from Element K (<http://adobe.elementk.com>)
- Tutorials and materials from Total Training (<http://www.totaltraining.com>)
- Other online training resources

ACE exams are computer-delivered, closed-book tests consisting of 60 to 90 multiple-choice questions. Each exam takes one to two hours to complete, and results are given to you at the testing center immediately after you finish.

Adobe recertification exams are Web administered exams that are available to current ACEs only. The exams are delivered to your desktop via the Web. The tests consist of 30-60 multiple choice questions. Each exam takes approximately 30 to 60 minutes to complete. Results are revealed immediately online after you finish.

STEP 4: Sign the ACE Agreement and join the Adobe Certified community

Review the ACE Agreement prior to taking the exam. You will be asked to agree to the ACE terms and conditions at the time of the exam.

Once you are ACE certified, visit the Adobe Certified community where you can:

- Verify exam results
- Get a copy of the ACE Agreement
- Download your Adobe Certified logo
- Find out about recertification
- Connect with other Adobe certificants
- Update your profile

Note: Information about the Adobe Certified Community is also printed on your score report.

Recertify when necessary

Once obtained, your ACE certification is valid until 90 days after the exam version of your certification is retired. Adobe will e-mail you a reminder when your certification is due for renewal and will let you know when you need to take the recertification exam.

Adobe® FrameMaker 7.0

ACE EXAM TOPIC AREAS AND OBJECTIVES

ACE Exam Content: Topic Areas and Objectives

Following is a detailed outline of the information covered on the ACE Exam.

1. General Knowledge

- Describe the long document features of Adobe FrameMaker.
- Explain the options available for saving FrameMaker files to other file formats.
- Explain the options available for importing non-FrameMaker file formats into FrameMaker.
- Share Adobe FrameMaker files across multiple platforms.
- Describe the benefits of using structured and unstructured templates for Adobe FrameMaker documents.
- Describe the Workgroup options available for using FrameMaker files on a WebDAV server.

2. Planning Publications

- Given the purpose of a document, determine when to use a structured versus unstructured document.
- Given a type of document, determine the appropriate settings for that document.
- Given the purpose of a document, determine planning issues associated with output to multiple media.
- Given a scenario, define unstructured templates.
- Given a scenario, define structured templates.

3. Formatting Paragraphs and Characters

- Describe the various formatting options available by importing formats into a document.
- Determine when to use text insets.
- Format a table by applying a table format.
- Format characters by applying a character format.
- Format a paragraph by applying a paragraph format.
- Describe the options available for setting anchored frames.
- Explain the differences between formatting overrides and character and paragraph formatting.

4. Formatting Page Layout for Documents

- Apply a custom Master page to a body page.
- Explain when you would reference images versus copying them into your document.

ACE EXAM TOPIC AREAS AND OBJECTIVES

- Describe the basic function and purpose of specific graphics tools.
- Explain how text flows can be used in a multiframe document.
- Incorporate text and character formats into a document by using variables.

5. Working with Elements and Attributes

- Describe the differences when editing in the Document Window versus Structure View, and when to use each.
- Describe the procedures used to insert, delete, change, wrap, unwrap, merge, and split elements, and when one should be used instead of the other.
- Describe the procedures used to copy/cut/paste or move elements in the Structure View.
- List the different check marks and element ordering that can appear in the Element Catalog.
- Given a scenario, add attribute values for an element.
- Explain why some attributes might be read-only or have a default value.
- Describe the use and effect of format overrides.
- Explain the difference between format overrides and format rule overrides.
- Describe guided editing using the Element Catalog.
- Given a scenario, detect and fix an invalid structure.
- List and describe the types of objects supported by FrameMaker in structured mode that can be associated with named elements in the EDD.
- Specify Processing Instructions for import/export using markers in structured mode.
- Describe cross-reference elements (those that are empty and use an IDREF attribute) and element-based cross-reference source (those that use an ID attribute).
- Explain the use of text insets, their behaviors, and restrictions on their use in a structured environment.
- Given a scenario, validate content.
- Give a document, set the appropriate structured application.

6. Creating Templates

- Create a character format by using the Character Designer.
- Create a paragraph format by using the Paragraph Designer.
- Create a table format by using the Table Designer.
- Create bulleted and numbered lists.
- Create and format a Master page.
- Create cross-references and variables.
- Create and setup Reference pages.
- Associate a Master page with a paragraph tag.

7. Creating Structured Templates

- Explain how to use context rules, format rules, and prefix/suffix rules in the

ACE EXAM TOPIC AREAS AND OBJECTIVES

EDD in order to associate formatting with specific element contexts.

- Create, remove, apply, and use character formats.
- Describe the syntax of general rules for content models, including elements, attribute definitions, attribute declarations, and inclusions/exclusions.
- Define highest-level elements and their restrictions.
- Use attributes to autogenerate text.
- Describe prefixes and suffixes, first and last rules, and autonumbers.
- Describe the process for creating an EDD from a DTD as well as the process for creating a DTD from the EDD.
- Describe the process for editing the formats and the allowed structures of the user's current document.
- Explain when it is useful to tie an element to a paragraph style, and when to directly set paragraph properties in the EDD.

8. Creating Structure Applications

- Describe the Application File, EDD, DTD, Structured Application Declaration, and Read/Write Rules file and how these files are used.
- Describe the relationship between the Application File, EDD, DTD, Structured Application Declaration, and Read/Write Rules files, how each refers to the others, and how changing one effects the behavior of the others.
- Given a scenario, identify when to use Read/Write Rules or when an FDK client is required.

9. Building and Managing Books

- Describe the procedures for creating generated files and books in a structured environment.
- Create a book file.
- Set viewing options across all documents in a book.
- Create and format a generated list.
- List and describe methods available to format index entries.
- List and describe options available for managing numbering and pagination within a document.
- Change the order of documents in a book.

10. Outputting to Print, Web, and PDF

- Describe the differences between outputting to print from a book file versus from a document.
- Describe the differences between knocking out and overprinting.
- Explain how to control which colors are printed by using the Separation setup dialog box.
- Given an operating system platform, explain the differences on how color is handled.
- Determine the proper file type to use to assure quality output for print.

- Format the document for output to the Web.
- Incorporate metadata into an Adobe FrameMaker file or book.
- Create and manage hypertext for online viewing.
- Create a PDF file from a FrameMaker document that is appropriate for different media.

ACE EXAM
TOPIC AREAS
AND
OBJECTIVES

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