

# NCARB Project-Management Certification Practice | Project-Management Exam Materials



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## 100% Pass Quiz 2026 NCARB Project-Management: ARE 5.0 Project Management (PjM) Exam Marvelous Certification Practice

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## NCARB Project-Management Exam Syllabus Topics:

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Topic	Details
Topic 1	<ul style="list-style-type: none"> <li>• <b>Project Work Planning:</b> This section of the exam measures the skills of architectural associates and covers the development and communication of an effective project work plan. It emphasizes maintaining schedules, setting clear criteria for work planning, and ensuring consistent communication with stakeholders, including owners, contractors, consultants, and internal staff.</li> </ul>
Topic 2	<ul style="list-style-type: none"> <li>• <b>Project Execution:</b> This section of the exam measures skills of architectural associates and covers the management of project execution through administrative procedures rather than design decisions. It addresses evaluating budgets, managing scope changes, preparing project documentation in line with delivery methods, and securing necessary approvals from relevant authorities.</li> </ul>
Topic 3	<ul style="list-style-type: none"> <li>• <b>Resource Management:</b> This section of the exam measures the skills of project managers and covers how to determine the right team composition and manage time allocation for successful project delivery. It focuses on evaluating criteria for assembling teams and ensuring resources are properly managed to execute the project within agreed terms.</li> </ul>
Topic 4	<ul style="list-style-type: none"> <li>• <b>Contracts:</b> This section of the exam measures the skills of project managers and covers the analysis of contracts that govern the relationships between architects, owners, contractors, and consultants. It highlights verifying adherence to agreements, interpreting key contractual elements, and ensuring consultant work is properly integrated into the project.</li> </ul>
Topic 5	<ul style="list-style-type: none"> <li>• <b>Project Quality Control:</b> This section of the exam measures skills of project managers and covers procedures for ensuring quality and maintaining the Standard of Care throughout the project. It focuses on applying regulatory requirements, reviewing documentation for quality, reducing risks and liabilities, and managing the design process to preserve its objectives</li> </ul>

## NCARB ARE 5.0 Project Management (PjM) Exam Sample Questions (Q47-Q52):

### NEW QUESTION # 47

What is the architect's role regarding shop drawings?

- A. Reviewing them for compliance with design intent
- B. Preparing and submitting them to the owner
- C. Approving changes without owner input
- D. Issuing shop drawings to subcontractors

**Answer: A**

Explanation:

Shop drawings are prepared by contractors or suppliers to show fabrication and installation details. The architect reviews them to ensure compliance with design intent and contract documents but does not prepare or distribute them. Any changes found during review may require owner approval or change orders. ARE 5.0 PjM covers architect's review responsibilities in construction administration.

### NEW QUESTION # 48

Near the end of a routine job site visit, the architect begins to assemble notes. The owner's representative then arrives on site unexpectedly. The architect, owner's representative, and contractor discuss and resolve several outstanding project issues. The architect begins writing correspondence to distribute to the project team when the architect returns to the office. In addition to a Meeting Record, which of the following documents should the architect create?

- A. Field Observation Report
- B. Action Item List
- C. Email Message

**Answer: B**

Explanation:

In this scenario, after a job site visit and an impromptu discussion among the architect, owner's representative, and contractor resolving outstanding issues, the architect prepares to document these outcomes.

\* Meeting Record: This is the formal documentation of what was discussed during the meeting or site visit, capturing key points, decisions, and general observations.

\* Action Item List: This is a crucial document following such meetings, especially when specific tasks, responsibilities, or follow-up actions are assigned to project team members. It lists these action items clearly with responsible parties and deadlines, helping track progress and ensuring accountability.

\* Field Observation Report: This report is primarily used to document the architect's observations related to construction quality, progress, and conformance with contract documents during site visits. It focuses on conditions observed, deficiencies, or clarifications needed, not on meeting discussions or issue resolutions.

\* Email Message: While emails are often used for communication, they are less formal and do not replace structured project documentation like meeting records or action item lists.

Hence, alongside the Meeting Record, the architect should produce an Action Item List to clearly define and communicate the next steps agreed upon during the discussion.

References from ARE 5.0 Project Management (PjM) division:

\* Project communication protocols and documentation practices

\* Documentation of site visits and meeting outcomes (field reports vs. meeting records vs. action items)

\* Contract administration and project management guidelines emphasizing clarity in task delegation

\* NCARB ARE 5.0 exam prep materials covering communication and documentation during construction administration

#### NEW QUESTION # 49

What does "substantial completion" mean in the context of a construction contract?

- A. All punch list items have been finished
- B. The project is 50% complete
- C. The work is sufficiently complete for occupancy or use
- D. The contractor has been paid in full

**Answer: C**

Explanation:

Substantial completion means the project or a portion of it is sufficiently complete in accordance with the contract documents so that the owner can occupy or use the space for its intended purpose. Punch list work typically remains. It triggers warranty periods and changes in risk responsibility. ARE 5.0 PjM requires understanding of contract milestones.

#### NEW QUESTION # 50

Refer to the exhibit.

The following changes occur during the project:

\* The owner delayed the project kickoff until September Year 1 due to delays in finalizing the Owner- Architect Agreement.

\* The architect did not have enough staff available to start the project on time, so the firm hired temporary staff for 2 months.

\* The owner made a design change in January Year 2 that added 2 weeks to the schedule.

\* Not enough bids were received, and the project was bid a second time with additional advertising.

\* The owner made design changes in May and July of Year 2 that each added 3 weeks to the schedule.

When were the construction documents completed based on the project changes?

- A. September Year 2
- B. November Year 2
- C. August Year 3
- D. June Year 3

**Answer: B**

Explanation:

According to the baseline schedule in the exhibit, Construction Documents (CDs) were initially scheduled from March to July of Year 2 (5 months). Here are the project delays:

Owner kickoff delay: shifted the entire timeline by 1 month # CD starts April Year 2  
January Year 2 change: +2 weeks  
May and July changes: +3 weeks each (6 weeks total)  
Rebid due to low response: +1 month

= Total added to CDs: ~2.5 months

April to July = 4 months

2.5 months = mid-to-late September # factoring rebid delay leads to November References:

NCARB ARE 5.0 Handbook - Schedule management and owner-requested changes AIA B101 - Project schedule adjustments  
Project Execution Plan and Change Management in Construction

### NEW QUESTION # 51

Who is typically responsible for verifying the contractor's schedule of values?

- A. Construction manager
- **B. Architect**
- C. Contractor's project manager
- D. Owner

**Answer: B**

Explanation:

The architect typically reviews and verifies the contractor's schedule of values, which breaks down contract costs by work category for payment applications. This review ensures the breakdown aligns with the contract scope and allows for proper evaluation of payment requests. While the contractor prepares it and the construction manager or owner may review, the architect plays a key role in contract administration and cost verification as per ARE 5.0 PjM contract administration topics.

### NEW QUESTION # 52

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