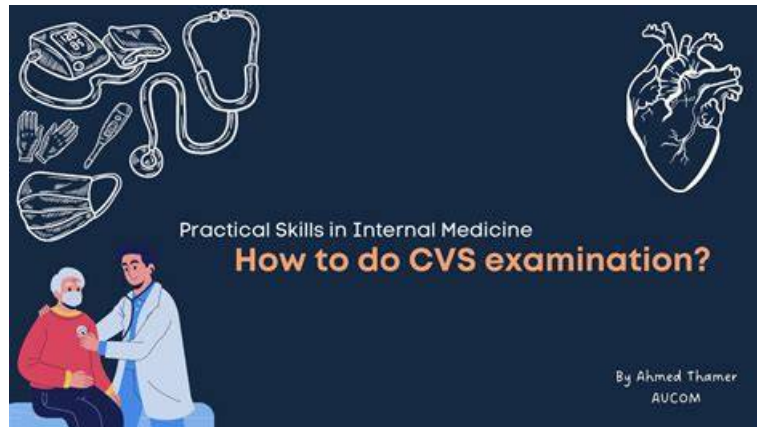


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SAVE International CVS Exam Syllabus Topics:

Section	Objectives
Topic 1: Professional Practice Requirements	- Value study facilitation - Project documentation and reporting
Topic 2: Value Methodology Overview	- Principles of Value Engineering / Value Analysis • 1. Value definition and concepts • 2. Function analysis basics

Topic 3: Job Plan Phases	- Evaluation Phase • 1. Idea screening and ranking - Creative Phase • 1. Idea generation techniques - Information Phase • 1. Project scope definition • 2. Data collection and cost review - Presentation Phase • 1. Stakeholder review • 2. Proposal presentation - Function Analysis Phase • 1. FAST diagramming • 2. Function identification - Development Phase • 1. Solution development • 2. Cost-benefit analysis
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SAVE International Certified Value Specialist Sample Questions (Q25-Q30):

NEW QUESTION # 25

One member of the group is dominating the discussions. What approach should the VM Facilitator use to engage the group?

- A. ask questions of the quiet members
- B. ask the dominating member to leave
- C. ignore the other members of the group
- D. present other materials

Answer: A

Explanation:

The correct answer is D. ask questions of the quiet members . In a VM workshop, the facilitator must maintain balanced participation so the team benefits from the full range of technical, operational, customer, and stakeholder perspectives. A dominating participant can unintentionally suppress alternative viewpoints, reduce creativity, and weaken the quality of evaluation and consensus. The facilitator's response should therefore be corrective but professional, not punitive.

SAVE International guidance identifies the team leader's responsibilities as keeping the team focused, keeping team members involved in the discussion and work, keeping the team together, and acting as a catalyst while being diplomatic rather than dictatorial. () Asking quiet members targeted, neutral questions directly supports these responsibilities because it redistributes participation without embarrassing the dominant person or disrupting team cohesion.

Option A is too extreme and damages trust. Option B worsens the imbalance by allowing quieter members to remain disengaged. Option C may distract the group but does not solve the participation problem. The best facilitation technique is to invite quieter members into the conversation through open-ended questions, round- robin input, or direct prompts tied to their expertise.

References/topics: VM Facilitation and Team Dynamics; Team Leader Responsibilities; Balanced Participation; Group Engagement; Workshop Control.

NEW QUESTION # 26

Which of the following are typically documented in the "accepted" VM proposal status report?
Choose 3 answers.

- A. VM study presentation
- B. Tracking identification number
- C. Next update
- D. Report number
- E. Performance impacts

Answer: B,C,E

Explanation:

The correct answers are A. Next update, D. Tracking identification number, and E. Performance impacts . In the Implementation Phase, accepted VM proposals must be tracked so that the organization can confirm whether the approved value improvement is actually being carried into execution. The VM Guide explains that implementation status reports formally document and track the status of VM proposals and are used by VM program managers to follow implementation progress. It specifically identifies a tracking identification number as the code used to track the change within the organization, and it also requires discussion of performance impacts , including any deviation from the VM team's original performance assessment. (pdfcoffee.com) A next update is also appropriate because implementation status reporting is not a one-time record; it is a continuing control mechanism. The guide identifies "Next update" as the date of the next implementation status update. (pdfcoffee.com) Option C is incorrect because the VM study presentation is an input used earlier to resolve proposals, not a documented element of an accepted proposal status report. Option B is administrative and may appear in some organizations, but the essential accepted-proposal tracking content focuses on traceability, implementation follow-up, and validated impacts.

References/topics: Implementation Phase; Implementation Status Reports; Accepted VM Proposals; Tracking Identification Number; Performance Impacts; Next Update.

NEW QUESTION # 27

Place the process flow chart for the Function Performance Specification in the correct order.

Step 1

-- Choose your answer --

-- Choose your answer --

Function

Need

Specific Requirement

Product

Step 2

LEAD1PASS

-- Choose your answer --

-- Choose your answer --

Function

Need

Specific Requirement

Product

Step 3

-- Choose your answer --

-- Choose your answer --

Function

Need

Specific Requirement

Product

Step 4

-- Choose your answer --

-- Choose your answer --

Function

Need

Specific Requirement

Product

Answer:

Explanation:

Step 1

-- Choose your answer --

-- Choose your answer --

Function

Need

Specific Requirement

Product

Step 2

-- Choose your answer --

-- Choose your answer --

Function

Need

Specific Requirement

Product

Step 3

-- Choose your answer --

-- Choose your answer --

Function

Need

Specific Requirement

Product

Step 4

-- Choose your answer --

-- Choose your answer --

Function

Need

Specific Requirement

Product

Explanation:

Need # Function # Specific Requirement # Product

The correct order is Need # Function # Specific Requirement # Product . This is the exact logic of the Function Performance Specification process. The VM Guide figure for Function Performance Specification shows the sequence as "Need Function Specific Requirement Product" , where a user need is translated into a function, then into measurable requirements, and finally into a product solution.

The sequence is important because Value Methodology begins with the user's need or desire , not with a predetermined product. After the need is understood, the VM team defines the function that satisfies that need, normally in active verb/measurable noun format. SAVE's study-guide material explains that work functions are quantitative and stated using an active verb and measurable noun. The next step is the specific requirement , where the function is converted into measurable performance or quality criteria, such as assessment criteria, level, and flexibility. Only after the need, function, and requirement are clear should the team identify the product , which is the solution provided to satisfy the defined need. Starting with "Product" would be a classic VM error because it locks the team into a solution before understanding function.

References/topics: Function Analysis Phase; Function Performance Specification; Need; Function; Specific Requirement; Product; Performance Criteria.

NEW QUESTION # 28

Which of the following are techniques the VM facilitator might use for a VM study team that is having difficulty completing the FAST diagram?

Choose 2 answers.

- A. Ask the VM study team if a function is missing
- B. Review level of abstraction
- C. Make sure all identified functions are used
- D. Reorganize the functions for the VM study team

Answer: A,B

Explanation:

The correct answers are A and D. When a VM study team struggles to complete a FAST diagram, the facilitator should guide the team through questioning, not take control of the technical work. Asking whether a function is missing is an appropriate facilitation technique because a break in the How/Why logic often means the team has skipped a needed function, used an unclear verb-noun statement, or failed to connect a supporting function to a higher-order function. This keeps ownership with the team while helping them complete the logic chain.

Reviewing the level of abstraction is also correct. FAST diagramming requires functions to be placed at the right level: not too broad, not too detailed, and consistent with the project scope. If one function is stated at a strategic level and another at a component-detail level, the FAST diagram becomes difficult to organize.

Option B is incorrect because the facilitator should not reorganize the functions for the team; that weakens team participation and ownership. Option C is incorrect because not every identified function must appear in the final FAST diagram. Only functions that support the logical function model should be used.

References/topics: Function Analysis Phase; FAST Diagramming; Facilitation; Function Logic; Level of Abstraction.

NEW QUESTION # 29

Carpet and vinyl tile are acceptable alternatives for an owner to cover 1,000 square meters of floor.

Carpet

Installed cost, including pad = \$30 / square meter

Service life = 10 years

Maintenance cost: vacuum weekly = \$500 / month

Maintenance cost: shampoo once per year = \$3,000 / shampoo

Vinyl

Installed cost, including pad = \$10 / square meter

Service life = 15 years

Maintenance cost: vacuum weekly = \$400 / month

Maintenance cost: strip and wax once per month = \$1,000 / strip and wax Between carpet and vinyl, which is a better value option for the owner over the service life of the products?

- A. Vinyl Tile \$178,000
- B. Carpet \$138,000
- C. Vinyl Tile \$130,000
- D. Carpet \$120,000

Answer: D

Explanation:

The correct answer is A. Carpet \$120,000. This is an Evaluation Phase life-cycle cost comparison. SAVE's VM Dictionary defines life-cycle cost as the sum of initial cost, recurrent annual cost, single expenditures, and disposal or salvage value over a specified period. It also defines recurrent annual cost as operation and maintenance cost occurring throughout each year of service life.

For carpet, the initial cost is:

$1,000 \text{ square meters} \times \$30 = \$30,000$

The monthly vacuum maintenance cost is:

$\$500 \times 12 \text{ months} \times 10 \text{ years} = \$60,000$

The annual shampoo cost is:

$\$3,000 \times 10 \text{ years} = \$30,000$

Therefore, carpet life-cycle cost is:

$\$30,000 + \$60,000 + \$30,000 = \$120,000$

Vinyl is not the better value option in the listed choices. Even though vinyl has a lower initial installed cost, its recurring strip-and-wax maintenance is significant. Over a 10-year comparison period, vinyl would be:

$$\$10,000 + \$48,000 + \$120,000 = \$178,000$$

That corresponds to option D, but it is higher than carpet's \$120,000. The CVS exam trap is focusing on lowest initial cost instead of total cost over the study period. In Value Methodology, value decisions require considering function, performance, and total resource commitment, not first cost alone.

References/topics: Evaluation Phase; Life-Cycle Cost; Initial Cost; Recurrent Annual Cost; Alternative Comparison.

NEW QUESTION # 30

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