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ACMP Global CCMP Exam Syllabus Topics:

Topic	Details
Topic 1	<ul style="list-style-type: none">Develop and Gain Approval for the Comprehensive Change Management Plan: This section assesses skills of Change Managers and Project Managers and covers preparing detailed plans for all aspects of change management, including resources, communication, sponsorship, stakeholder engagement, learning, measurement, sustainability, and integration with project management. It also includes obtaining approval and establishing feedback mechanisms.
Topic 2	<ul style="list-style-type: none">Evaluate Change Impact and Organizational : This section of the CCMP exam measures skills of Change Managers and Organizational Development Specialists and covers assessing the need for change, defining desired outcomes, identifying stakeholders and sponsors, evaluating organizational culture, capacity, and readiness, and analyzing risks, communication, and learning requirements to ensure successful change adoption.
Topic 3	<ul style="list-style-type: none">Close the Change Management Effort: This section assesses skills of Change Managers and Program Leads and covers evaluating the success of the change initiative, conducting lessons learned, documenting recommended actions, gaining closure approvals, transferring ownership, ensuring sustainability, and recognizing achievements.
Topic 4	<ul style="list-style-type: none">Ethics: This section measures skills of Change Managers and Compliance Officers and focuses on demonstrating ethical behavior in change management. It covers promoting honesty, responsibility, fairness, respect, and advancing the discipline, while supporting practitioners within the change management community.
Topic 5	<ul style="list-style-type: none">Formulate the Change Management Strategy: This section measures skills of Change Managers and Program Leads and focuses on developing a comprehensive change management strategy. It includes creating strategies for resources, communication, sponsorship, stakeholder engagement, impact assessment, learning, measurement, benefit realization, and sustainability to align with organizational objectives.

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ACMP Global Certified Change Management Professional Sample Questions (Q60-Q65):

NEW QUESTION # 60

What best describes when leaders recognize the people side of change and visibly participate with stakeholders throughout the project?

- A. Effective sponsorship
- B. Effective communication
- C. Top-down management
- D. Change management

Answer: A

Explanation:

ACMP stresses that effective sponsorship is the strongest predictor of success in change initiatives. It requires leaders to be active, visible, and aligned- recognizing the people side of change and engaging directly with stakeholders. Communication (A) is a tool, while change management (D) is the discipline. Top-down management (C) implies directive authority rather than visible, supportive engagement. Thus, option B correctly defines the concept.

(Reference: ACMP Standard, Process Group 2 - Sponsorship; Critical Success Factor: Active and visible sponsorship.)

NEW QUESTION # 61

Which section of the change management plan stresses how the change will become the organization's normal functioning?

- A. Benefits realization plan
- B. Business case
- C. Sustainability plan
- D. Stakeholder engagement plan

Answer: C

Explanation:

The sustainability plan ensures that new behaviors, processes, and systems are embedded into everyday organizational functioning. According to ACMP, sustainability activities include reinforcement mechanisms, monitoring adoption, and integrating changes into performance systems. Benefits realization (B) measures outcomes, while the business case (C) provides rationale. Stakeholder engagement (D) supports adoption but does not ensure permanence. Thus, the sustainability plan (A) is the section that institutionalizes change.

(Reference: ACMP Standard, Process Group 4 - Sustainability Plan; Outcome: Integrate change into the organization's ongoing operations.)

NEW QUESTION # 62

How is sponsorship most successful during change?

- A. The sponsor is well equipped to deliver communications and key messages about the change
- B. The role of the sponsor is clearly defined and agreed upon by the sponsor and change lead
- C. The sponsor is coached and supported throughout the change management effort
- D. Sponsors build awareness with stakeholders regarding the need for change and participate throughout the project

Answer: D

Explanation:

ACMP identifies sponsorship as the single most important success factor in change. Effective sponsorship requires active and visible participation throughout the project. This includes building awareness of the need for change, championing the case for change, modeling behaviors, and engaging stakeholders. While clear roles (B), coaching (C), and communication skills (D) are essential

enablers, the hallmark of sponsorship success is ongoing, visible engagement from start to finish.
(Reference: ACMP Standard, Process Group 2 - Sponsorship Strategy; Outcomes: Active, visible, and continuous sponsorship engagement.)

NEW QUESTION # 63

What is the best answer to a question asked during a board presentation about what benefit change management brings?

- A. Low probability of resistance to change
- **B. Higher likelihood to achieve expected benefits of change**
- C. Higher probability of successful change adoption
- D. Low likelihood of performance drops

Answer: B

Explanation:

The ultimate value of change management is ensuring the organization achieves the expected benefits of a change. ACMP highlights that adoption and usage by stakeholders directly determine whether intended benefits are realized. While reducing resistance (A) and preventing performance drops (B) are positive outcomes, they are intermediate results. Successful adoption (D) is also critical, but the board-level framing focuses on benefits realization (C), which ties directly to business value.

(Reference: ACMP Standard, Introduction and Purpose; Primary outcome of change management: achieving expected benefits through adoption.)

NEW QUESTION # 64

How does metric tracking support and sustain change that has been implemented?

- A. Provides content for a rewards and recognition program
- **B. Provides short-term evidence of change progress and results**
- C. Ensures staff are motivated to adopt change if they know their reactions will be tracked
- D. Guides the development of policies and procedures

Answer: B

Explanation:

Metric tracking serves as an early warning and feedback mechanism. ACMP requires tracking adoption, usage, and benefits to provide short-term evidence of whether the change is progressing. These insights enable corrective actions, communication reinforcement, and sponsor engagement. Rewards (B) and policies (C) may be influenced by metrics, but their core value lies in showing progress and results that support sustainability. Option A is incorrect because tracking is not for motivation but for monitoring and guiding decisions.

(Reference: ACMP Standard, Process Group 4 - Measurement and Benefits Realization Plan; Activities: Track progress and adoption using defined metrics.)

NEW QUESTION # 65

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