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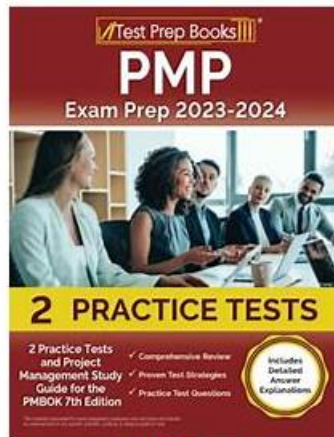
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NCARB Project-Management Exam Syllabus Topics:

Topic	Details
Topic 1	• Project Execution: 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.

Topic 2	• Project Quality Control: 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
Topic 3	• Project Work Planning: 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.
Topic 4	• Resource Management: 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.
Topic 5	• Contracts: 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.

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NCARB ARE 5.0 Project Management (PjM) Exam Sample Questions (Q37-Q42):

NEW QUESTION # 37
What is the primary purpose of a punch list?

- A. To summarize project milestones
- B. To schedule subcontractors
- C. To list all contract documents
- D. To identify incomplete or deficient work before final payment

Answer: D

Explanation:
A punch list is a document prepared near project completion that identifies incomplete or nonconforming work requiring correction before final payment. It ensures all parties agree on outstanding items and facilitates project closeout. Punch lists are a key concept in ARE 5.0 PjM related to construction phase closeout procedures.

NEW QUESTION # 38
An architect is working on a design-build project for a large skyscraper. The architect has completed a conceptual design, finalized the contracts, and hired consultants. The schematic design phase is set to begin in one week.
Which items or tasks are important for the architect to complete during this time? Check the three that apply.

- A. Ask consultants to review information and provide input
- B. Create a project schedule
- C. Prepare building permit application
- D. Send consultants project constraints
- E. Coordinate the curtain wall detailing with the envelope
- F. Identify FF&E vendors

Answer: A,B,D

Explanation:
Verified Answer
At the outset of schematic design, the architect must coordinate with consultants and communicate constraints and expectations to keep the project aligned with goals. Building permits are typically addressed in the construction documents phase. FF&E coordination and curtain wall detailing occur later in design development and construction documents.
Coordination and planning at schematic design are crucial to project integration.
Reference: AIA B101 §3.2 - Schematic Design Phase
NCARB ARE 5.0 Handbook - PjM Content Area 1 and 4

NEW QUESTION # 39

According to AIA Document A201, who is responsible for obtaining permits and licenses required for the project?

- A. Architect
- B. Owner
- C. Construction Manager
- D. Contractor

Answer: B

Explanation:
Per AIA A201 General Conditions, the owner is responsible for obtaining and paying for permits and licenses necessary for the project unless otherwise stated. The contractor typically assists by providing necessary information and submitting documents required by local authorities but the ultimate responsibility lies with the owner. The architect facilitates compliance by producing code-compliant documents but does not directly secure permits. This responsibility division is a key concept in ARE 5.0 PjM relating to roles and obligations defined in contract documents.

NEW QUESTION # 40

After construction begins, an owner asks the architect to select a different roof material. The architect wants to manage the risk associated with this change.

- A. Write a memorandum to the owner to describe the owner's request for a change.
- B. Contact roofing suppliers to request product specifications to select a replacement.
- C. Contact the contractor to request a change order.
- D. Place a note in the project file to detail roof options and the final decision.

Answer: A

Explanation:
Verified Answer
The correct risk management approach is to document the owner's request clearly before taking any action. A written memorandum becomes part of the formal record and clarifies scope, timing, and potential cost implications. This protects the architect from misinterpretation or dispute.
Verbal or informal changes are a legal and professional risk.
Once documented, changes can proceed via appropriate channels (change order or construction change directive).
Reference: AIA B101 §4.2.2; A201 §7.3
NCARB ARE 5.0 Handbook - PjM Content Area 5: Project Execution

NEW QUESTION # 41

What is the best method for an architect to reduce liability related to unknown site conditions?

- A. Assume full responsibility for site conditions
- B. Use the same geotechnical report for multiple projects
- C. Clearly define the scope of services and responsibilities in contracts
- D. Ignore unforeseen conditions unless notified by the contractor

Answer: C

Explanation:
The architect reduces liability by clearly defining scope, responsibilities, and exclusions in contracts, particularly regarding site conditions. Site investigations and geotechnical reports are typically the owner's responsibility. The architect should not assume unknown conditions or ignore notifications. Using outdated or non-specific reports is risky. ARE 5.0 PjM addresses risk management, scope clarity, and contract administration to mitigate liability.

NEW QUESTION # 42

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