



Certified Expert

Become  
an

ACE





# ACORD Certified Expert ACE

Be Smarter to Work Smarter

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# Agenda

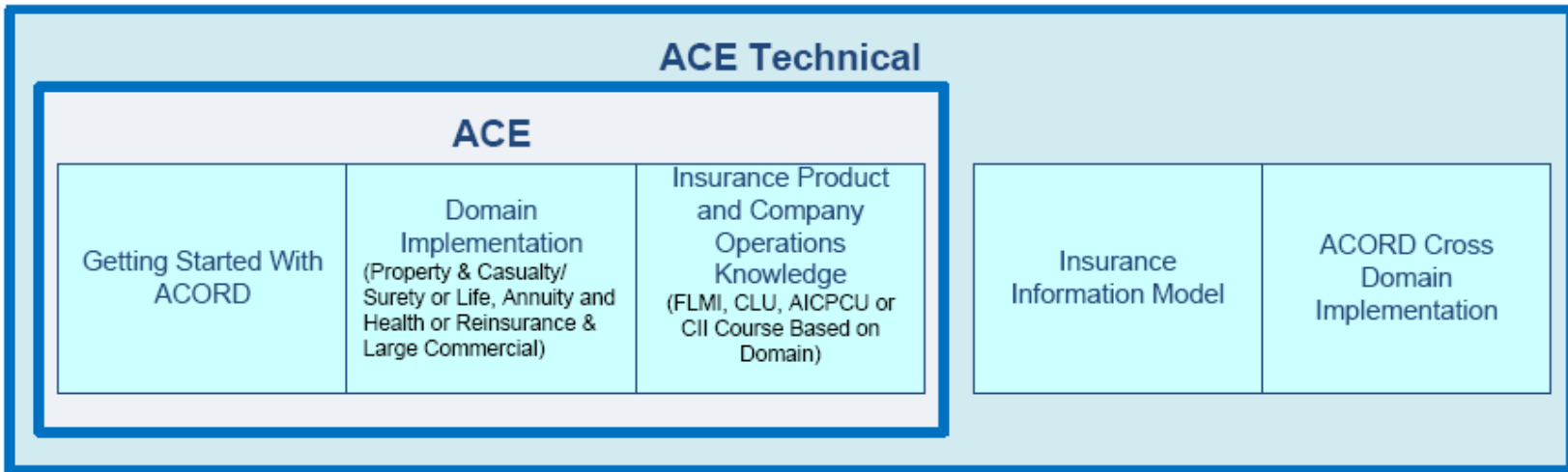
- Program Description
  - Who should be an ACE?
  - Scope of the Program Today and Tomorrow
- Methodology of Development
  - Use of Subject Matter Experts
  - Development of Detailed Content Outline
  - Development of Test Specification
  - Status
- Participation

# Who Should be an ACE?

- Business Analysts
- Information Architects
- System Designers and Architects
- Database Managers
  - Business Analysis
  - Data Management
    - Integration
    - Modeling
    - Mapping

# What does it take to become an ACE?

1. ACORD History, Governance, Process
2. Insurance Product and Operations
3. Standards Implementation



# Methodology of Developing the Program

- Following guidelines of NCCA (National Commission for Certifying Agencies)
- Use of Subject Matter Experts
  - Development of Test Specification
    - Comprehensive list of skills to be tested, number of questions, weighting of sections
  - Development of Detailed Content Outline (public version of the test specification to serve as course guide)
  - Test question writing by SMEs

# Subject Matter Experts

- Pilotfish (LAH)
- Value Consulting (LAH)
- Excalibur (LAH)
- Soulware (PCS)
- IVANS (PCS)
- AgencyWorks (PCS)
- Coenby (RLC)
- Cliff Chaney (LAH)
- Yolanda Austin (LAH)
- Alan Stitzer (PCS)
- Puneet Bharal (RLC)
- Serge Cayron (RLC)

# Test 1 Detailed Content Outline

## I. Knowledge of ACORD

1. Identify key events in ACORDs history that have shaped the direction of standards today
2. Identify the basic standards that ACORD publishes and the basic complimentary reference materials
  - a. What is XML and how do each of the domain XML standards differ
  - b. What are the components of each of the domain standards (e.g., data model, XML, Forms)
3. Demonstrate knowledge the different levels of affiliation with ACORD and the privileges of each as afforded by the ACORD bylaws
4. Articulate the value and benefits of ACORD and non-ACORD standards implementation
5. Explain ACORDs governance structure



# Test 1 Detailed Content Outline

## II. Participation in the process

1. Apply the ACORD standards process to sample scenarios (e.g., how do I submit a request for change? How can I request a change to a standard as a nonmember of ACORD)
2. Demonstrate knowledge of the timeline for development of a new standard, change or enhancement

# Test 1 Detailed Content Outline

## II. Participation in the Process (continued)

### 3. Voting on Standards

- a. Understand the 5 basic voting rules and apply them to sample situations
- b. Understand the significance of electronic balloting
- c. Explain the process that you go through to appeal a vote

### 4. Versioning and retiring standards

# Test 1 Detailed Content Outline

## III. Legal Considerations

1. Apply ACORDs Antitrust guidelines to various situations
2. Apply ACORDs Intellectual Property Policy to various situations

# Research in Progress

- Costs
- Test Delivery
- Test Bank for questions
- Continuing Education Requirements
- Administrative Procedures
  - Enrollment
  - Tracking
  - Transcripts

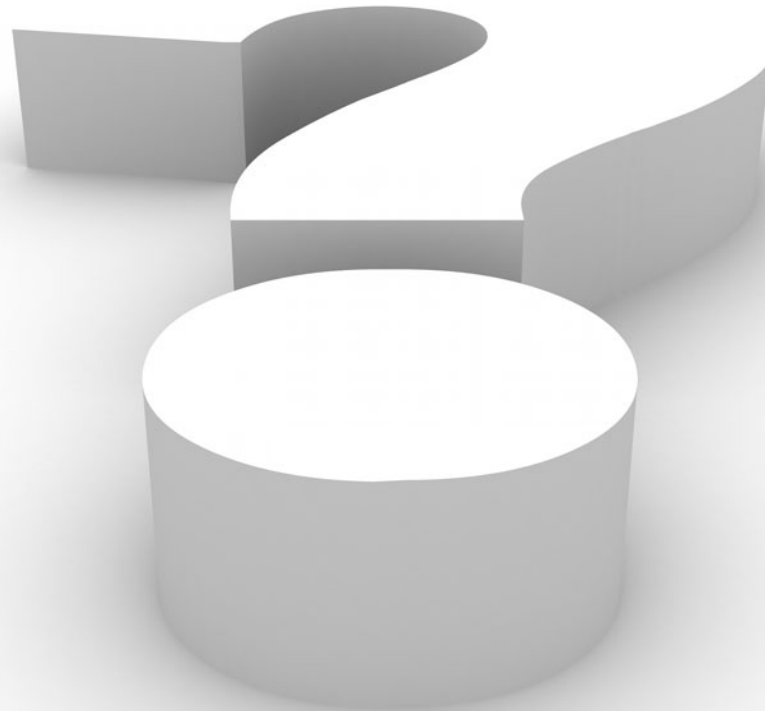
# FAQ

- Where and when can I take the tests?
- Are there training materials available?
- Are there continuing education requirements?
- What will it cost?

# Framework

- Full Framework ACE will be developed
- One test for Insurance Information Model in 2009
  - SMEs selected
  - Scheduling date for test specification development and question writing

[www.acord.org](http://www.acord.org)





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