Certified Public Manager Program

Florida Center for Public Management

Florida State University

**Level 7 Exam**

**2023**

**Exam Procedures**

This exam is a “double loop learning opportunity” that provides you a chance to drill deeper into what you learned in class and apply it to your work and personal life. Your response should demonstrate that you have integrated the material into your thinking.

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| **Suggested Approach** | |
| Gather your materials | *Use CPM notebooks, notes, books* |
| Review your materials | *Study material and class notes* |
| Choose your ONE question to answer | *Answer should reflect application of material* |
| Think about your response | *Organize your thoughts* |
| Write your response | *Submit a minimum of 1,200 words* |
| Use your own experiences | *Discussion with peers acceptable* |

**Upon completion, please submit your exam through our website:**

<https://students.fcpm.fsu.edu/fcpm_partlogin_000.cfm>

1. Log-on with the email address and password you gave us when you registered.
2. Click on “Submit Exam or Assignment” for the exam you want to submit.
3. Click “Browse” and locate the file on your hard drive, then click “Open.”
4. Once the file is listed in the menu, click “Submit File.”

Your submission will be automatically entered into the database. It will show on your transcript as “Submitted.” You will also receive an automated email notifying you that it has been added to your transcript.

**Once your exam is graded,** you will receive an automated email saying that it has been “Completed” or an email asking you to resubmit additional work to pass. Your work will be graded within 60 days or sooner. Exams are graded on a Pass-Fail basis.

You should keep a copy of your exam for future reference. Your work is considered confidential, and the CPM Program will not share or discuss it with anyone, other than you.

**If you encounter problems** submitting your exam, please contact Dan Vicker first, the CPM Student Liaison, at dvicker@fsu.edu, or the CPM office at CPM@admin.fsu.edu.

**Assignment**

Policies are statements of an organization’s position on issues and provide broad guidelines for the behavior of organizational members.

In Level 7, your group selected an important policy issue to argue for implementation in a government organization. Your group developed a policy argument on the selected issue for presentation to top management.

In doing so, you would have addressed the elements of a good policy argument and built a PowerPoint presentation. In completing your PowerPoint, you were asked to use the “notes” feature to capture the elements of your policy argument, not just create the slides themselves.

You presented your argument to the class with your PowerPoint presentation. You received feedback from your class and the instructor. With the feedback you received, make appropriate adjustments to your PowerPoint and the notes.

Upon completion of your edits, have one person submit the PowerPoint presentation with notes for all group members.