

NCMA Dulles Corridor Chapter Certified Federal Contracts Manager (CFCM) Study Group Syllabus

4 October 2014 through 22 November 2014

11:30 AM to 2:30 PM

Location: L-3, 11955 Freedom Drive, 6th Floor, Reston, Virginia 20190 (in Reston Town Center)

Note: The new CFCM study guide covers all FAR Parts except 26 and 41. All reading assignments must be completed before each scheduled meeting. The number of questions associated with each Part is noted in parenthesis after the FAR Part. The list can be found on the NCMA headquarters website in the CFCM Certification Section.

Participants are expected to submit three (3) original multiple choice questions related to each week's reading assignments and answers to the Study Group Facilitators NLT COB each Wednesday prior to the scheduled meetings. Prior to the first meeting, take the practice exam in the back of the CFCM Study Guide. Bring a copy of your test results to the first meeting. If, while taking the test, you have a question or do not understand something, please make a note of that area for group discussion at the first meeting. Complete the NCMA test application prior to the first class.

- Oct 04** Read CFCM Study Guide Section 1, pages 1 – 28 Review FAR Parts **1 (5), 2(7), 3 (3), 4 (1), 5(3), 6 (2), 7(1), 8(1), 9(3)** as referenced in the Study Guide. Take the CFCM Study Guide practice exam. **Lead Doug – All others to backup**
- Oct 11** Read CFCM Study Guide Section 1, pages 28 – 38 and Section 2, pages 39 - 44. . Review FAR Parts **16 (3), 17 (4), 18(1), 10(2), 11(2), and 12 (7)** as referenced in the Study Guide. **Lead Doug – Laura Backup**
- Oct 18** Read CFCM Study Guide Section 3, pages 45 – 54. Review FAR Parts **13 (5), 14(3)**. **Lead Myles – Doug Backup**
- Oct 25** Read CFCM Study Guide Section 4, pages 55 – 63. Review FAR Part **15 (16)**. **Lead Doug – Misse Backup** Your application to take the test is due to NCMA today!!!!
- Nov 01** Read CFCM Study Guide Section 5, pages 65 – 83 Review FAR Part **19 (4), 22(4), 23(2), 24 (3), 25(2), 27(3), 28(1)**. **Lead Misse – Laura Backup**
- Nov 08** Read CFCM Study Guide Section 5, pages 83 – 96 Review FAR Parts **29 (3), 30(2), 31(2), 32 (5), 33(1), 34 (5), 35(1), 36(3), 37 (6)**. **Lead Misse – Myles Backup**
- Nov 15** Read CFCM Study Guide Section 5, pages 96 – 97 and Section 6, pages 99 - 104. Review FAR Parts **38(3), 39(4), 42(2), 43 (5), 44(4) *** **Lead Laura – Misse Backup**
- Nov 22** Read CFCM Study Guide Section 6, pages 104 – 110. Review FAR Parts **45(4), 46(3), 47(2), 48(1), 49(4), 50(1), 51(1)**. **Lead Misse – Laura Backup**
- Dec 06** Take the test and celebrate! **12:00pm (noon) Registration – 12:30pm Test Start Time**

Study Group Facilitators: misse.parzow@ncmadulles.org; laurasteinman@aol.com; myles.eldreth@hp.com; macadams_clan01@verizon.net