



My Path to Earn the CPP: A Personal Worksheet

CPP Mission Statement:

To acknowledge and validate a consistent standard by which professional photographers can achieve and maintain a recognizable mark of excellence.

I want to earn the Certified Professional Photographer (CPP) Designation because:

Steps to becoming Certified:

- Join PPA**
- Evaluate your learning style:**
 - Visual:** I learn by seeing. I learn best from visual displays like diagrams, images, videos and charts.
 - Auditory:** I learn by listening. I learn best through verbal lectures, discussions, and listening to what others have to say.
 - Tactile:** I learn by doing. I learn best through a hands-on approach
- Evaluate your professional background:**
 - **Years of Experience:** _____
 - **Education:**
 - _____
 - _____
 - _____
 - _____
 - **Work flow:**
 - **I am busiest during this time of year:**

 - **Typical work-week:**
 - _____
 - _____
 - _____
 - _____
 - **Mentors:**
 - _____
 - _____
 - _____
 - _____



- Review CPP website for information and FAQs**
- Check Exam Schedule (contact your CPP Liaison for exam assistance)**
- Set a goal date:**
- Declare your Candidacy:**
 - **Candidacy Facts:**
 - \$200 Application fee
 - Two-year candidacy period
 - Unlimited exam attempts (with at least 30 days between test dates)
 - Three portfolio submission attempts

CPP Exam:

My Background

My professional background has given me experience in the following Exam Content areas:

Test Specs #1: Camera, Lenses, & Attachments (12%)

I am able to:

- Select the appropriate camera for subject matter and output requirements
- Select the appropriate lens based upon size and distance of subject matter as well as desired perspective
- Use camera, camera menu settings, and camera supports to create a quality image
- Select and use the appropriate lens attachment

Test Specs #2: Exposure & Meters (15%)

I am able to:

- Employ a light meter properly to achieve desired exposures.
- Set f/stops and shutter speed based upon exposure and desired effects.
- Verify proper exposure

Test Specs #3: Lighting (25%)

I am able to:

- Evaluate the source(s) of light at the location where subject(s) will be photographed to determine the tools necessary to complete the assignment.
- Determine the lighting ratio.
- Understand light modifiers (light blockers, black reflectors, gels, spots, flags, etc.) and their uses.
- Determine the type of lighting design (Rembrandt, Split, Broad, Short, etc.) to be used with the given subjects.
- Determine the appropriate lighting usage (main, fill, etc) for subject(s).
- Understand the theory of light.
- Select the appropriate filter for color correction of the light source.
- Use lighting techniques as composition and design elements.

CERTIFIED

PROFESSIONAL PHOTOGRAPHER

Test Specs #4: Composition & Design (25%)

I am able to:

- Determine the best color relationship to complement subject(s) to achieve the desired effects.
- Analyze the natural environment to complement subject(s) to achieve the desired effects.
- Frame or crop the picture within the camera's viewfinder
- Use angle of view to produce the desired effect (mood, power, size, strength, etc).
- Position subject(s) with selected background, special effects, and props to achieve the desired effect.
- Pose individuals and multiple subjects to achieve the most flattering results.

Test Specs #5: Digital Post Production (13%)

I am able to:

- Understand the best color space in which to work.
- Select appropriate file format.
- Create/employ a color management system.
- Select appropriate file management and archival systems.
- Manipulate digital images.

Test Specs #6: Image Capture & Output (10%)

I am able to:

- Select the appropriate capture device for subject matter, format requirements, and final job requirements.
- Identify and correct problems in images.
- Output/print image to desired medium.

Study Options by Learning Style:

- Visual:
 - [PPAedu Videos](#)
 - [Suggested Readings](#)
 - [The Secrets to Earning you CPP Webinar](#)
- Auditory
 - [PPAedu Videos](#)
 - [CPP Glossary](#) – Record your own audio
- Tactile
 - Work with a [CPP Liaison](#)
 - [CPP Flash Cards](#)
 - Optional: Register for a [CPP Exam Prep Class](#)



Register for the CPP Exam:

- Find an exam in your area: [CPP Exam Registration](#)
- If there is no CPP Exam listed in your area, work with your state CPP Liaison to schedule an exam. If there is not a liaison in your area, contact cppmailbox@ppa.com
- Register for the exam: [CPP Exam Registration](#)
- Bring a No. 2 pencil, photo ID, and calculator (optional).
- Wait two to three weeks for results.
- Exam score of 70% or higher to pass

Image Submission:

Determine which Image Submission round during which you will submit your images:

- Friday, February 3, 2017 12PM (noon) ET – Friday, February 17, 2017 12PM (noon) ET
- Friday, March 31, 2017 12PM (noon) ET – Friday, April 14, 2017 12PM (noon) ET
- Friday, June 2, 2017 12PM (noon) ET – Friday, June 16, 2017 12PM (noon) ET
- Friday, August 4, 2017 12PM (noon) ET – Friday, August 18, 2017 12PM (noon) ET
- Friday, October 6, 2017 12PM (noon) ET – Friday, October 20, 2017 12PM (noon) ET

Review the [Image Submission Requirements and Sample Images](#), [Image Submission FAQs](#) and [Definitions](#) and watch the [Image Submission Compulsory videos](#) and the [Secrets to CPP Image Submission](#) and [Color Balance and Correcting for CPP](#) webinars

My Background

My professional background has given me experience in the following Image Submission areas:

Mandatory Images (3 Images total):

- Short Lighting 3:1 Ratio
- Broad Lighting 3:1 Ratio
- Selective focus with minimum depth of field

Elective Images (Choose 3):

- High Key Image
- Low Key Image
- Rule of Thirds
- Use of Shape, Form, Texture
- Balance (symmetrical or asymmetrical)
- Color Harmony
- "S" Curve line
- Assertive, Angular, or Masculine Line
- Architectural

**If your current body of work does not contain the compulsories, set aside time to set these images up in your studio or location.*



Review your current body of work for client images:

- Client Images (9 Images of Your Choosing):** These images should represent what you do in a normal course of business. They must come from purchased work within the last 24 months from the date you submit your images. Purchased work can come from commissioned sessions or work that has been sold in a gallery.
- Have your images critiqued by a mentor or CPP Liaison**
- Choose your images and [color balance](#) your portfolio appropriately.**
- When your submission period opens (you will notified via email), apply for Image Submission.**
- Upload your images before the Image Submission period closes.**
- Results will be sent approximately 3 weeks from the Image Submission deadline.**

Overview:

Resources Available To You:

- Exam sample test
- Flash Cards
- CPP Keywords
- Suggested Reading
- CPP Prep Classes
- CPP Exam FAQ's
- Detailed Test Specifications
- Image Submission Compulsory Videos
- Image Submission Requirements and Sample Images
- CPP Image Submission Definitions
- CPP Video's on PPAedu
- *Winning for Losing: Lessons learned from the CPP Quest* (PPMag)
- Facebook (Admin by CPP Liaisons):
 - CPP Exam Study Group
 - CPP Image Review
- CPP Candidate Community on the Loop
- CPP Webinars:
 - The Secret to Earning Your CPP
 - The Secrets to CPP Image Review
 - Color Balance and Color Correcting for CPP

Resources I Plan to Use to Assist Me in My Preparation:

I also plan to ask the following people for help as I prepare for the CPP exam and Image Submission:

(List CPP Liaison(s) here): _____