

Recertification by Points Program

The Recertification by Points program provides alternative methods for certified professionals to recertify and maintain their certification status by participating and completing approved activities that earn and accumulate Points redeemable towards recertification.

Training and Certification

Section 1: Definitions3

Section 2: Communication3

Section 3: Recertification by Points Program Policies3

Section 4: Points and Recertification Award Criteria4

Section 5: Technical User Group Meetings Guidelines and Submission Process5

Section 6: Termination and Revision Policy5

Section 7: Approved Activities Table.....7



Recertification is important for certified professionals and their employers: it demonstrates up-to-date expertise with the software as new features are released and maintains the certified professional's presence as a product expert in the technical community. National Instruments is committed to fostering the community of Certified Professionals, rewarding the individual's efforts to further their learning, and celebrating their contributions to the NI community. As such, we are introducing a second method of recertification: Recertification by Points. The purpose of the Recertification by Points option is to provide alternative methods for Certified Professionals to recertify and maintain their active certification status. By participating and completing approved activities, Certified Professionals can earn and accumulate Points redeemable towards recertification. This document outlines the process by which an individual can recertify by Points.

Section 1: Definitions

- **Recertification Policy:** The Recertification by Points program policies are based on the certification status (Active, Suspended, and Inactive) and the Recertification Policy. The Recertification Policy defines the certification status and the time period associated with them.
- **Active Status:** Active Status is achieved immediately after passing a certification or recertification exam. The length of time in which Active Status is in effect varies by certification type: Associate Developer - 2 years, Developer - 3 years, Architect - 4 years, and Specialty (CLED) - 5 years.
- **Suspended Status:** Suspended status results if a certified individual does not pass either: the recertification exam OR the exam for the next level of certification OR does not recertify by points prior to the expiration date of the Active Status.
- **Inactive Status:** Inactive Status occurs after one year of Suspended Status. Architects and Developers who fail to recertify before the end of their suspended period become inactive. To become active, they need to restart their recertification process with the Developer practical exam.
- **Participant:** An Actively Certified person at the Developer or Architect level.
- **Approved Activities:** Includes any of the activities listed in the Approved Activities table listed in this policy document.
- **Recertification by Points program content review team:** A team of National Instruments employees composed of certification team members and subject matter experts that review technical content submitted by Recertification by Points Program Participants.
- **NI Organizer:** A National Instruments employee responsible for an Approved Activity and validates participants' contributions to the activity.
- **Points:** Points are awarded for the completion of Approved Activities.

Section 2: Communication

- All Recertification by Points program communication will be via the following email address: certificationrewards@ni.com. Inactive status occurs after one year of Suspended status. Architects and Developers who fail to recertify before the end of their suspended period become inactive. To become active, they need to restart their recertification process with the Developer practical exam.
- Several Approved Activities will require the Participant to fill out a Form to submit their request for Points. Refer to the Approved Activities table for specific validation criteria.

Section 3: Recertification by Points Program Policies

- **Number of Points needed for all recertifications:** 50 Points
- **Participation in the Recertification by Points program does not guarantee recertification.**

- The Recertification by Points program is open to Certified Developers and Architects immediately upon certification or recertification and is available while their certification status is Active.
 - Participants may begin Approved Activities following the day of certification or recertification issuance.
 - Participants in the Suspended status will lose the benefits of the Recertification by Points program and any accumulated Points.
 - Participants in Suspended or Inactive status are not eligible to recertify under the Recertification by Points program.

Note: Participants are able to claim points during the first 30 days of their Suspended status but the activity must have been completed during Active status to be valid.

- Participants are responsible for emailing certificationrewards@ni.com upon completion of the activity with the appropriate validation. Refer to the Approved Activities table for validation criteria.
- Participants will be issued an automatic recertification upon accumulation of the designated number of Points needed for recertification. Upon recertification, participants will receive a confirmation email from certificationrewards@ni.com.
- A Participant's status remains Active until their certification period expires. Participants are not penalized for early recertification but the certification validity will begin after the original certification expiration date.
- Participants do not accumulate more than the number of Points needed for recertification for future recertification. Any excess Points remaining after recertification will be discarded. The number of Points of an Approved Activity can't be splitted towards multiple certifications.
- Recertification by Points program participants may choose to take the recertification exam or take the higher level exam while participating in the Recertification by Points program. On passing the exam, any accumulated Points will be discarded and not be counted toward future recertification.
- Recertification by Points program participants may not carry over Points from one recertification period to another. Upon the start of the next active certification period, program participants may begin accumulating Points toward the next recertification.
- Points expire upon certification Suspension or Inactivity status.
- Participants in Suspended status must recertify by passing the required recertification exam stated in the Recertification Policy. Participants will be able to claim points during the first 30 days of their Suspended status but the activity must have been completed during Active status to be valid.
- Participants in Inactive status must restart the recertification process at the Developer level and are not eligible for the 1 hr. recertification exam. The Inactivity period occurs after one year of Suspended status. Architects and Developers who fail to recertify before the end of their suspended period become inactive.
- The Recertification by Points program offers no monetary compensation for any content developed for the Recertification by Points program.

Section 4: Points and Recertification Award Criteria

- Recertification activities will only apply towards the recertification in the product area needing recertification, for example, TestStand activities will only count towards TestStand recertification. The requestor must indicate which certification they would like to claim Points for. Please see the details in the Activity table.

- Participants who wish to teach must be Certified Professional Instructors (CPI) and must follow the Training & Certification guidelines.
- Participants who are CPIs may submit the list of training courses that they have taught on behalf of NI with the name of the course, the format of the course, the country, and the training duration to certificationrewards@ni.com for approval.
- Participants who are Certified Professional Instructors (CPI) will only be awarded Points for teaching the same training course, a maximum of three times within one calendar year (e.g. LabVIEW Core 1=5 points, maximum 3x5=15 per year).
- Participants will only be awarded Points for the first time they attend a training course per calendar year. Additional Points will not be awarded for multiple attendances to the same training course.
- Participants must submit presentation and demonstration source materials to certificationrewards@ni.com for eligibility and validation for all the Approved Activities in this policy.
- All submitted technical content is evaluated by the Recertification by Points program content review team for technical accuracy, complexity level, and relevancy. The Review team may take up to three weeks to review submitted content. The Recertification by Points program content review team reserves the right to reject any submitted technical content. Any content rejections will be communicated via email from certificationrewards@ni.com.
- Points for accepted technical content are awarded to the Recertification by Points program Participant who submitted the content. Points are not transferable to co-authors or colleagues and no partial credit is given.
- Organizers or Presenters at events will not receive additional Points for attendance. Points will be granted for either organizing or presenting at the event and not both.

Section 5: Technical User Group Meetings Guidelines and Submission Process

- Step 1: User group Organizer, Presenter, or Participant must complete the [User Group Validation Form](#).
- Step 2: User group Organizer, Presenter, or Participant must submit proof for validation purposes to certificationrewards@ni.com.
 - Registration confirmation email, certificate of participation, etc.
 - Table of content and/or agenda, copy of the materials shared such as presentation slides, exercises, case studies, and recordings, among others.
- Step 3: User Group Organizers (only) must attach an attendance list including names and email addresses to claim points towards organizing the event.

Note: User Group Meetings Participants that do not conform to the submission guidelines will be emailed back to the requestor along with comments for corrections. The requestor must modify and resubmit for review. After the third failed review, the content will be rejected.

Section 6: Termination and Revision Policy

- National Instruments may add to and/or update these policies, at any time, to clarify or ensure fairness.
- If the Recertification by Points program Participant wishes to withdraw prematurely from the

Recertification by Points program and passing the recertification exam, he/she will not receive any credit or monetary compensation for submitted and accepted exam content.

- If National Instruments decides to terminate the Recertification by Points program, for any reason, all program participants with 25 Points or more will be awarded the recertification.

Section 7: Approved Activities Table

Virtual and Classroom Instructor Led Training Related Activities

Instructor Led Training Related Activities	Proficiency Level	Points for Teaching ILT and vILT	Points for Attending ILT and vILT	Awarded Certification	Validity Check
<u>Actor-Oriented Design in LabVIEW</u>	Advanced	15	20	LabVIEW	<p>Participant must send NI's course completion certificate to certificationrewards@ni.com.</p> <p>Instructors may submit the list of training courses that they have taught on behalf of NI with the name of the course, the format of the course, the country, and the training duration to certificationrewards@ni.com for approval.</p> <p>Find out more about NI Training Course Schedule.</p>
<u>Advanced Architectures in LabVIEW</u>	Advanced	15	20	LabVIEW	
<u>Architecting Test Systems Using TestStand</u>	Intermediate	10	15	TestStand	
<u>Automating and Customizing Data Processing using DIADEM (previously DIADEM Advanced)</u>	Advanced	15	20	TestStand	
<u>Automating and Customizing Data Processing Using DIADEM with Python</u>	Advanced	15	20	TestStand	
<u>Data Acquisition Using NI-DAQmx and LabVIEW</u>	Intermediate	10	15	LabVIEW	
<u>Data Logging, Control, and Monitoring 1: LabVIEW Real-Time</u>	Intermediate	10	15	LabVIEW	
<u>Data Logging, Control, and Monitoring 2: LabVIEW FPGA</u>	Intermediate	10	15	LabVIEW	
<u>Developing Test Programs Using TestStand</u>	Introductory/Intermediate	5	10	TestStand	
<u>Exploring Data Interactively Using DIADEM (previously DIADEM Basics)</u>	Introductory	5	10	TestStand	
<u>High-Performance LabVIEW FPGA</u>	Intermediate /Advanced	15	20	LabVIEW	
<u>HIL Fundamentals Using VeriStand</u>	Introductory	5	10	TestStand	
<u>LabVIEW Core 1</u>	Introductory	5	10	LabVIEW	
<u>LabVIEW Core 2</u>	Introductory	5	10	LabVIEW	
<u>LabVIEW Core 3</u>	Intermediate	10	15	LabVIEW	
<u>LabVIEW Instrument Control*</u>	Intermediate	10	15	LabVIEW	
<u>LabWindows/CVI Core 1</u>	Introductory	5	10	TestStand	
<u>LabWindows/CVI Core 2</u>	Introductory	5	10	TestStand	
<u>Object-Oriented Design and Programming in LabVIEW</u>	Intermediate	10	15	LabVIEW	
<u>Test Code Module Development with STS and LabVIEW</u>	Introductory	5	10	LabVIEW	
<u>Test Program Development with STS and .NET/C#</u>	Introductory	5	10	LabVIEW TestStand	
<u>Test Program Development with STS and LabVIEW</u>	Introductory	5	10	LabVIEW TestStand	

On-demand Learning Paths

On-demand Learning Paths	Proficiency Level	Points for Completing Learning Path	Awarded Certification	Validity Check
Acoustic Test Fundamentals	Introductory	5	LabVIEW	<p>Customer must send NI's course completion certificate to certificationrewards@ni.com.</p> <p>Find our more information about NI's On-demand Content.</p>
Advanced Architectures in LabVIEW	Advanced	5	LabVIEW	
Architecting Test Systems Using TestStand	Intermediate	5	TestStand	
Automating and Customizing Data Processing using DIAdem (previously DIAdem Advanced)	Advanced	5	LabVIEW	
Automotive Communication Using the Vehicle Communication Toolkit	Introductory	5	LabVIEW	
Automotive Communication with NI-XNET	Introductory	5	LabVIEW	
Automotive HIL	Intermediate	5	TestStand	
BTS Test Station Configuration and Test Development	Introductory/Intermediate	5	LabVIEW/TestStand	
Creating Web Applications Using G Web Development Software	Introductory	5	LabVIEW	
Data Acquisition Using NI-DAQmx and LabVIEW	Intermediate	5	LabVIEW	
Developing Machine Vision Systems with VBAI	Intermediate	5	LabVIEW	
Developing Test Programs Using TestStand	Introductory/Intermediate	5	TestStand	
Device Testing with Digital Pattern Instruments	Introductory/Intermediate	5	LabVIEW	
ECU Test System Safety and Maintenance Procedures	Introductory	5	TestStand	
Exploring Data Interactively Using DIAdem (previously DIAdem Basics)	Introductory	5	LabVIEW	
Generating Signals with Waveform Generators	Introductory/Intermediate	5	LabVIEW	
High-Performance LabVIEW FPGA	Intermediate/Advanced	5	LabVIEW	
HIL Fundamentals Using VeriStand	Introductory	5	TestStand	
Implementing Reuse Strategist in LabVIEW	Intermediate	5	LabVIEW	
Implementing a Test Strategy in LabVIEW	Intermediate	5	LabVIEW	
Integrating the NI VCSEL I-V Test SubSystem	Introductory	5	LabVIEW	
Interactively Controlling DMMs	Introductory/Intermediate	5	LabVIEW	
Interactively Controlling Switches	Introductory/Intermediate	5	LabVIEW/TestStand	
Introduction to NI Audio and Acoustics Test Software	Introductory	5	TestStand	
Inverter HIL Test System Training	Introductory	5	TestStand	
LabVIEW Channel Wire Communication	Introductory	5	LabVIEW	
LabVIEW Connectivity	Intermediate	5	LabVIEW	
LabVIEW Core 1	Introductory	5	LabVIEW	
LabVIEW Core 2	Introductory	5	LabVIEW	
LabVIEW Core 3	Intermediate	5	LabVIEW	
LabVIEW FPGA	Intermediate	5	LabVIEW	
LabVIEW Real-Time 1	Intermediate	5	LabVIEW	
LabVIEW Real-Time 2	Intermediate	5	LabVIEW	
LabWindows/CVI Core 1	Introductory	5	LabVIEW	

<u>Measuring Wafer-Level Reliability</u>	Introductory	5	LabVIEW/ TestStand
<u>mmWave Test with STS (.NET/C#) (previously mmWave Test with STS)</u>	Intermediate	5	LabVIEW/ TestStand
<u>Object-Oriented Design and Programming in LabVIEW</u>	Intermediate	5	LabVIEW
<u>PXI System Set-Up and Maintenance (previously PXI System Set Up)</u>	Introductory	5	LabVIEW
<u>PXI Timing and Synchronization</u>	Intermediate	5	LabVIEW
<u>RF IC Test with STS and .NET/C# (previously RFIC Test with STS)</u>	Intermediate	5	LabVIEW/ TestStand
<u>SLSC Fundamentals</u>	Introductory	5	LabVIEW
<u>SMU and Power Supply Set-Up, Control, and Optimization</u>	Introductory/ Intermediate	5	LabVIEW
<u>SystemLink Server Advanced Topics</u>	Advanced	5	LabVIEW
<u>Taking Measurements with Oscilloscopes</u>	Introductory/ Intermediate	5	LabVIEW
<u>Test Code Module Development with STS and .NET/C#</u>	Introductory	5	LabVIEW/ TestStand
<u>Test Program Development with STS and .NET/C#</u>	Introductory	5	LabVIEW/ TestStand
<u>Using SystemLink (2021) Software to Manage Systems and Data</u>	Introductory	5	LabVIEW

Other Approved Activities

Activity Name	Points for Organizing	Points for Presenting	Points for Participating	Validity Check
NI Connect Austin	N/A	30	15	Email from NI Organizer or NI's event registration confirmation email.
NI Connect Regional	N/A	30	15	
NI Connect Key Notes (online)	N/A	N/A	5	
NI Partner Forum	N/A	N/A	10	
NI Webinars	N/A	10	5	
Beta Testing Releases (product, training, etc.)	N/A	10	5	Email from Organizer, Presenter, or Participant. Follow instructions in Section 5: Technical User Group Meetings Guidelines and Submission Process.
User Group Meetings	10	10	5	
G Dev Con	30	30	15	Email from Organizer, Presenter, or Participant.
GLA Summit	30	30	15	
NI Badges	N/A	N/A	2	An email with NI Badge. Find more information about NI Badge Program .

ADDITIONAL RESOURCES

National Instruments Recertification Policy and Process: <http://www.ni.com/white-paper/9605/en/>

National Instruments Certifications: <http://sine.ni.com/tacs/app/fp/p/ap/ce/lang/en/ol/en/oc/us/pg/1/>