



Level 1 Associate Admin Continuing Education Requirements and Study Guide

Has your Level 1 Gainsight NXT Associate Admin certification expired? If so, it's time to confirm your understanding of the newest Gainsight NXT functionality to extend your Level 1 Associate Admin certification for one more year. You can easily validate your knowledge and skills by taking a short, open-book, non-proctored exam.

Moving forward, we will issue a short exam on new functionality once per year to make sure you're keeping up with the latest product releases and feature improvements!

Note: This study guide is intended to support Level 1 Certified NXT Associate Administrators whose original certification has expired after 2 years. (If you've never passed the Level 1 exam, please start [here](#).)

Exam Format

Online non-proctored exam delivered through Skilljar.

- Content: 12 multiple-choice and multi-select questions
- Time allotted to complete the exam: 30 minutes
- Passing score: 80%

Registration fee is **USD \$25**, plus applicable taxes as required per local law, which includes two (2) free retakes if required.

Sample Question

The exam is all multiple choice questions, and some are multi-select. Multi-select questions have more than one correct answer and you need to identify all of the correct answers to get the question right. Below is an example.

Which of the following are valid Dashboard Permissions that an Admin can set? (Select all that apply)

- ☒ a. Private
 - ☒ b. Public - View
 - ☒ c. Public - View and Share
 - ☐ d. Public - Free
 - ☒ e. Public - View and Edit
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Study Guide: Level 1

Admin Continuing Education Requirements



Preparing for the Exam

Listed below are the topics covered on the exam, along with links to documentation on Gainsight Go, that we recommend you review and understand.

Application	Concepts w/ article links
Cockpit & Playbooks	Pooled Work Assignment
	Create User Group
	Understand S3 Connector
Journey Orchestrator	Survey Support in Simple Programs
	Participants in a Simple Program
	Dynamic Fields in Simple Programs
Reports & Dashboards	Self Service Analytics
Scorecards	Scorecards
Advanced Program	Redesigned Advanced Programs Admin Guide

Taking a Non-Proctored Exam

This exam is non-proctored and can be taken at your convenience. You must register for the exam [here](#).

Other Questions?

If you have any other questions, reach out to training@gainsight.com.

- If you have accepted a Credly digital badge for your Level 1 certification, you can check your profile on credly.com to see the expiration date.
- You don't have to wait for your certification to expire to take the exam. Similarly, you can still take the exam at any time after your certification expires.