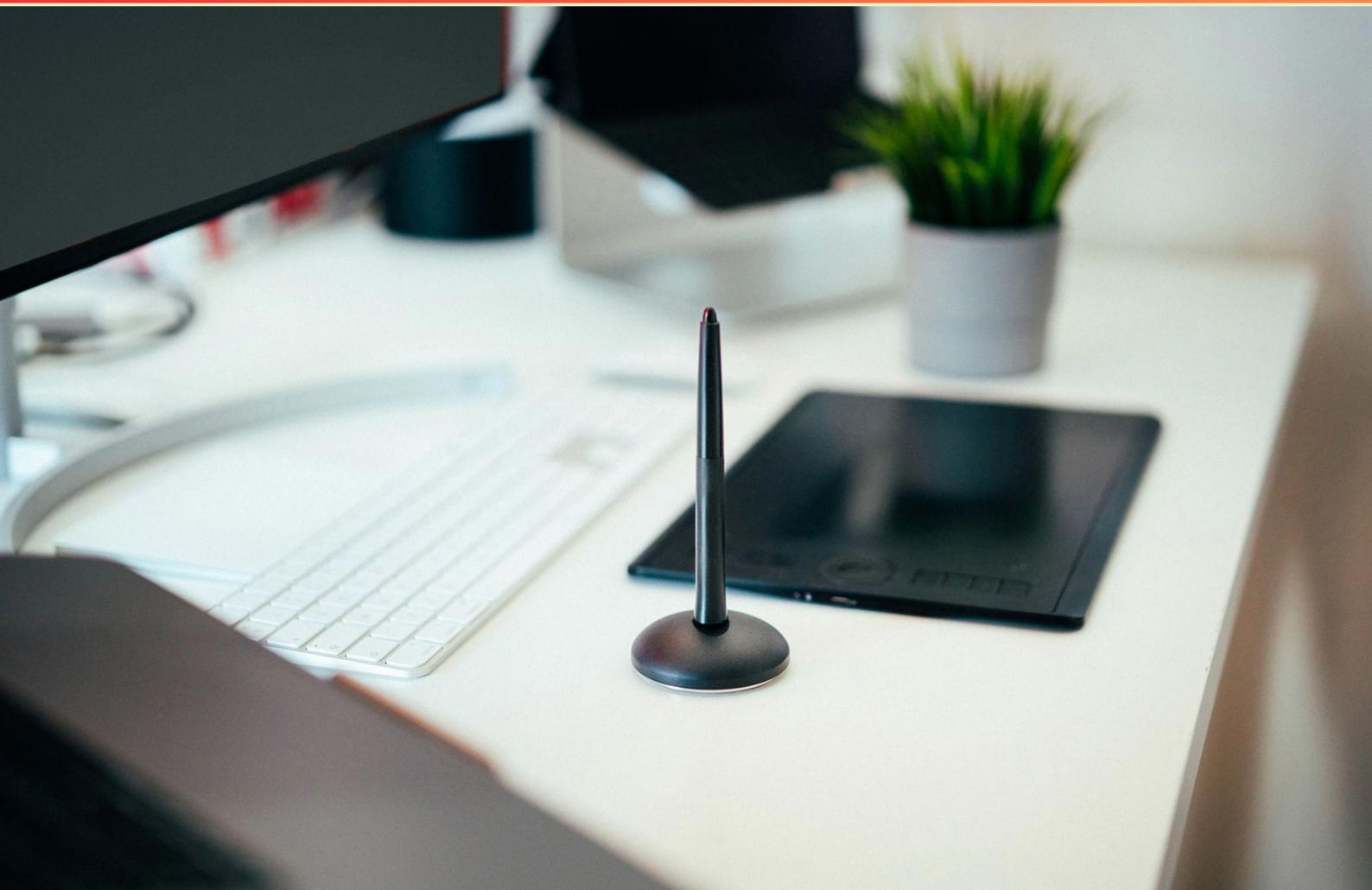


CERTIFIED RESEARCH ADMINISTRATOR PRACTICE EXAM (SAMPLE)

STUDY GUIDE



SAMPLE STUDY GUIDE WITH LIMITED QUESTIONS

**VISIT US ONLINE FOR
THE FULL VERSION STUDY GUIDE**

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Introduction

Preparing for a certification exam can feel overwhelming, but with the right tools, it becomes an opportunity to build confidence, sharpen your skills, and move one step closer to your goals. At Examzify, we believe that effective exam preparation isn't just about memorization, it's about understanding the material, identifying knowledge gaps, and building the test-taking strategies that lead to success.

This guide was designed to help you do exactly that.

Whether you're preparing for a licensing exam, professional certification, or entry-level qualification, this book offers structured practice to reinforce key concepts. You'll find a wide range of multiple-choice questions, each followed by clear explanations to help you understand not just the right answer, but why it's correct.

The content in this guide is based on real-world exam objectives and aligned with the types of questions and topics commonly found on official tests. It's ideal for learners who want to:

- Practice answering questions under realistic conditions,
- Improve accuracy and speed,
- Review explanations to strengthen weak areas, and
- Approach the exam with greater confidence.

We recommend using this book not as a stand-alone study tool, but alongside other resources like flashcards, textbooks, or hands-on training. For best results, we recommend working through each question, reflecting on the explanation provided, and revisiting the topics that challenge you most.

Remember: successful test preparation isn't about getting every question right the first time, it's about learning from your mistakes and improving over time. Stay focused, trust the process, and know that every page you turn brings you closer to success.

Let's begin.

How to Use This Guide

This guide is designed to help you study more effectively and approach your exam with confidence. Whether you're reviewing for the first time or doing a final refresh, here's how to get the most out of your Examzify study guide:

1. Start with a Diagnostic Review

Skim through the questions to get a sense of what you know and what you need to focus on. Your goal is to identify knowledge gaps early.

2. Study in Short, Focused Sessions

Break your study time into manageable blocks (e.g. 30 – 45 minutes). Review a handful of questions, reflect on the explanations.

3. Learn from the Explanations

After answering a question, always read the explanation, even if you got it right. It reinforces key points, corrects misunderstandings, and teaches subtle distinctions between similar answers.

4. Track Your Progress

Use bookmarks or notes (if reading digitally) to mark difficult questions. Revisit these regularly and track improvements over time.

5. Simulate the Real Exam

Once you're comfortable, try taking a full set of questions without pausing. Set a timer and simulate test-day conditions to build confidence and time management skills.

6. Repeat and Review

Don't just study once, repetition builds retention. Re-attempt questions after a few days and revisit explanations to reinforce learning. Pair this guide with other Examzify tools like flashcards, and digital practice tests to strengthen your preparation across formats.

There's no single right way to study, but consistent, thoughtful effort always wins. Use this guide flexibly, adapt the tips above to fit your pace and learning style. You've got this!

Questions

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- 1. In project planning, what role does a research administrator play concerning timelines?**
 - A. Creating standard timelines for all projects
 - B. Providing timelines specific to each project's needs
 - C. Only managing timelines for the finance department
 - D. Limiting project timelines to compliance requirements
- 2. At least what duration does the useful life have to be for tangible personal property to qualify as capital equipment?**
 - A. It doesn't matter
 - B. 6 months
 - C. 1 year
 - D. 5 years
- 3. What ethical considerations are involved in research with animals?**
 - A. Maximizing research funding
 - B. Developing new animal breeds
 - C. Adhering to humane treatment and welfare standards
 - D. Reducing the number of animals used in research
- 4. Which Amendment was enacted to allow public access to research data funded by public resources?**
 - A. Welsh-Healy
 - B. Shelby
 - C. Danforth
 - D. Jordan-Hill
- 5. What is the purpose of 'budget justification' in grant proposals?**
 - A. To summarize the project's timeline
 - B. To explain the rationale for specific budget items
 - C. To outline team member qualifications
 - D. To evaluate market trends in project costs

- 6. What role does an Institutional Review Board (IRB) play in research involving human subjects?**
- A. It reviews research proposals to ensure ethical standards are met
 - B. It funds research projects that involve human subjects
 - C. It conducts the research on behalf of researchers
 - D. It trains researchers on compliance
- 7. Which of the following agencies does not fund health research?**
- A. US Army
 - B. US Navy
 - C. NSF
 - D. FDA
- 8. What does the Catalog of Federal Domestic Assistance provide a listing of?**
- A. Federal award instruments
 - B. Federal grant programs
 - C. Federal regulations
 - D. Funding for family assistance
- 9. How frequently is the CFR updated?**
- A. Every 4 years on a rotating basis and is issued annually
 - B. Once each fiscal year and is issued semi-annually
 - C. Once each calendar year and is issued quarterly
 - D. At the discretion of the OMB
- 10. A Program Officer is officially responsible for what aspects of a particular grant?**
- A. Technical
 - B. Scientific
 - C. Programmatic
 - D. All of the above

Answers

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1. B
2. C
3. C
4. B
5. B
6. A
7. C
8. B
9. C
10. D

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Explanations

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1. In project planning, what role does a research administrator play concerning timelines?

- A. Creating standard timelines for all projects
- B. Providing timelines specific to each project's needs**
- C. Only managing timelines for the finance department
- D. Limiting project timelines to compliance requirements

In project planning, a research administrator plays a crucial role by providing timelines specific to each project's needs. This involves assessing the unique requirements and circumstances of the project, including its objectives, resources, and constraints. By tailoring timelines to reflect these specific aspects, the research administrator ensures that all stakeholders have a clear understanding of deadlines and deliverables. Additionally, project timelines must consider various factors such as funding cycles, regulatory approvals, and collaboration with external partners. A one-size-fits-all approach, as suggested by creating standard timelines for all projects, would overlook these individual nuances and could lead to mismanagement or delays. Furthermore, focusing solely on finance-related timelines or limiting timelines to compliance requirements would not encompass the broader scope of project management, which includes coordinating with researchers, departments, and external collaborators. Therefore, the emphasis on bespoke timelines supports more effective project planning and execution, allowing the project team to remain aligned with specific goals and activities throughout the project lifecycle.

2. At least what duration does the useful life have to be for tangible personal property to qualify as capital equipment?

- A. It doesn't matter
- B. 6 months
- C. 1 year**
- D. 5 years

To qualify as capital equipment, tangible personal property must have a useful life that meets certain criteria, including a minimum duration. The correct answer indicates that a useful life of at least 1 year is required for tangible personal property to be classified as capital equipment. This requirement aligns with accounting standards and practices that categorize assets based on their expected utility over time. Items expected to be used for more than one year are generally considered long-term assets, thus justifying their classification as capital equipment. This classification is significant for financial reporting, budgeting, and asset management purposes, as it allows organizations to differentiate between short-term expenses and long-term investments in equipment. In contrast, a useful life of less than 1 year, whether it's 6 months or any shorter duration, would typically categorize the asset as a consumable or operational expense rather than capital equipment. Hence, the correct answer reinforces the importance of recognizing the duration of useful life for proper asset classification in an organizational context.

3. What ethical considerations are involved in research with animals?

- A. Maximizing research funding
- B. Developing new animal breeds
- C. Adhering to humane treatment and welfare standards**
- D. Reducing the number of animals used in research

The focus on adhering to humane treatment and welfare standards is crucial in research involving animals. This ethical consideration stems from the responsibility researchers have to ensure that animals are treated with respect and compassion throughout the research process. The principles of humane treatment encompass not only the physical and psychological well-being of the animals but also the ethical obligation to minimize suffering and distress. In many jurisdictions, research involving animals is governed by strict ethical guidelines and regulations designed to protect them. These include the necessity for Institutional Animal Care and Use Committees (IACUCs) that review proposed research protocols to ensure that animals are used ethically and that their rights and welfare are prioritized. Importantly, humane treatment standards require that researchers justify the use of animals, providing compelling scientific reasons for their use and demonstrating that alternative methods cannot be utilized. While other considerations may play a role in research involving animals—such as reducing the number of animals used or pursuing funding opportunities—these do not directly address the fundamental ethical requirement to treat animals humanely and ensure their welfare. Thus, putting the emphasis on humane treatment aligns with the broader ethical framework aimed at responsible research practices.

4. Which Amendment was enacted to allow public access to research data funded by public resources?

- A. Welsh-Healy
- B. Shelby**
- C. Danforth
- D. Jordan-Hill

The answer is correct, as the Shelby Amendment specifically addresses the issue of public access to research data funded by federal resources. Enacted in 1999, the Shelby Amendment mandates that researchers who receive federal funding must provide public access to the data produced from that funding. This ensures transparency and accountability in how public funds are utilized and allows other researchers, policymakers, and the public to access, review, and build upon the federally funded research. In contrast, the options related to Welsh-Healy, Danforth, and Jordan-Hill do not pertain to the direct access or management of research data funded by public resources. Welsh-Healy focuses on labor standards, particularly regarding wages and working conditions for federally funded projects. Danforth and Jordan-Hill amendments are more concerned with other aspects of public policy and do not explicitly address the principle of public access to research data. Understanding the Shelby Amendment's role in promoting transparency in research is key for anyone in the field of research administration.

5. What is the purpose of 'budget justification' in grant proposals?

- A. To summarize the project's timeline
- B. To explain the rationale for specific budget items**
- C. To outline team member qualifications
- D. To evaluate market trends in project costs

The purpose of budget justification in grant proposals is to explain the rationale for specific budget items. This section is essential because it provides grant reviewers with a clear understanding of how the proposed costs relate to the project's goals and objectives. By detailing why each budget item is necessary, the researcher demonstrates that they have carefully thought through the financial aspects of the project and that the costs are reasonable and aligned with the activities planned. In budget justification, the researcher typically breaks down each expense and explains its relevance. For example, if there is funding requested for personnel, the justification would detail their roles and how their contributions are critical to the success of the project. This transparency helps reviewers assess whether the requested funding aligns with the anticipated outcomes and whether the project is feasible within the proposed budget. Other options, while important in their contexts, do not focus specifically on the budget's justification. Summarizing the project's timeline provides a schedule for activities but does not address budget concerns. Outlining team member qualifications may bolster the proposal's credibility but does not justify the financial aspects. Evaluating market trends in project costs can inform budget creation but does not provide the clarity needed in the justification format required by most grant applications.

6. What role does an Institutional Review Board (IRB) play in research involving human subjects?

- A. It reviews research proposals to ensure ethical standards are met**
- B. It funds research projects that involve human subjects
- C. It conducts the research on behalf of researchers
- D. It trains researchers on compliance

An Institutional Review Board (IRB) is primarily responsible for reviewing research proposals to ensure that ethical standards are met when research involves human subjects. The IRB's main mission is to protect the rights and welfare of participants by assessing the potential risks and benefits of a study. When a research project is submitted to an IRB, the board evaluates various aspects of the proposal, such as informed consent procedures, the potential for harm to participants, recruitment methods, and the overall ethical considerations tied to the research's objectives. This review process helps to ensure that the study complies with federal regulations and ethical guidelines, thus safeguarding the dignity and rights of the individuals participating in the research. In contrast to the correct answer, the other choices reflect different roles or misconceptions about what an IRB does. For example, while funding research projects and conducting research might involve other institutions or organizations, they are not within the purview of the IRB's responsibilities. Similarly, while training researchers on compliance is important, that function is typically handled by institutional training programs rather than the IRB itself. Thus, option A accurately captures the primary responsibility of the IRB in the context of research involving human participants.

7. Which of the following agencies does not fund health research?

- A. US Army
- B. US Navy
- C. NSF**
- D. FDA

The National Science Foundation (NSF) is primarily focused on funding fundamental science and engineering research across various fields but does not specifically target health research. While NSF may support biological sciences and some health-related research simply through its broader mandate, its main mission encompasses a wider range of scientific disciplines, including mathematics, physical sciences, and social sciences, rather than being a dedicated health research agency. In contrast, the other agencies listed – the US Army, the US Navy, and the FDA – have specific programs and initiatives that fund health-related research. The FDA focuses on public health through the regulation of food and drugs and promotes health research in these areas. The US Army and US Navy, through their respective medical research units, invest in health research addressing military health issues, including combat medicine and health technology developments, which are crucial for serving their personnel and the public health system as a whole. This distinction is key in understanding the roles of these agencies in supporting various research initiatives, particularly in health-related fields.

8. What does the Catalog of Federal Domestic Assistance provide a listing of?

- A. Federal award instruments
- B. Federal grant programs**
- C. Federal regulations
- D. Funding for family assistance

The Catalog of Federal Domestic Assistance (CFDA) serves as a comprehensive guide that provides a detailed listing of federal grant and loan programs available to state and local governments, as well as to other entities like nonprofits and educational institutions. Each program listed in the catalog includes information on eligibility, funding availability, program objectives, and how to apply. This resource is particularly valuable for researchers, administrators, and organizations seeking federal funding because it consolidates diverse programs into a single reference point, making it easier to identify funding opportunities relevant to their needs. The catalog does not specifically list federal award instruments or regulations; instead, it focuses on the various financial assistance programs themselves. While it might have some entries related to funding for family assistance, it encompasses a wide range of programs beyond just family support, extending into sectors such as education, health, transportation, and more. This broad scope makes the catalog an essential tool for anyone involved in acquiring federal funding or managing federal grants.

9. How frequently is the CFR updated?

- A. Every 4 years on a rotating basis and is issued annually
- B. Once each fiscal year and is issued semi-annually
- C. Once each calendar year and is issued quarterly**
- D. At the discretion of the OMB

The Code of Federal Regulations (CFR) is updated on a specific schedule that ensures that the regulations reflect the most current legal standards and practices. The correct answer indicates that it is updated once each calendar year and is issued quarterly. The CFR is organized into 50 titles that represent broad areas subject to federal regulation, and this annual update allows for the consolidation of all changes made to regulations over the year into an accessible format. By issuing quarterly, the CFR can be compiled and issued in a manner that ensures timely dissemination of important administrative changes and updates. This systematic approach aids compliance by making it easier for both individuals and organizations to stay informed about regulatory standards. The other choices do not accurately represent the actual update frequency of the CFR. Regular and timely updates are crucial for maintaining the integrity and effectiveness of regulatory frameworks, and the annual update supplemented by quarterly releases captures this necessity well.

10. A Program Officer is officially responsible for what aspects of a particular grant?

- A. Technical
- B. Scientific
- C. Programmatic
- D. All of the above**

The Program Officer plays a crucial role in the management and oversight of grants, typically overseeing multiple dimensions of a grant program. They are officially responsible for technical aspects, which includes ensuring that the project adheres to outlined methodologies and standards. The scientific aspect involves monitoring the research integrity, advancements, and compliance with scientific protocols. Finally, programmatic responsibilities encompass the overall implementation and progress of the program, ensuring that it aligns with the funding agency's objectives and requirements. Therefore, the Program Officer's responsibilities span all these critical areas, making this the comprehensive choice.

Next Steps

Congratulations on reaching the final section of this guide. You've taken a meaningful step toward passing your certification exam and advancing your career.

As you continue preparing, remember that consistent practice, review, and self-reflection are key to success. Make time to revisit difficult topics, simulate exam conditions, and track your progress along the way.

If you need help, have suggestions, or want to share feedback, we'd love to hear from you. Reach out to our team at hello@examzify.com.

Or visit your dedicated course page for more study tools and resources:

<https://certifiedresearchadministrator.examzify.com>

We wish you the very best on your exam journey. You've got this!

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