

COMPTIA PROJECT+ PRACTICE TEST (SAMPLE)

STUDY GUIDE



SAMPLE STUDY GUIDE WITH LIMITED QUESTIONS

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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. Which of the following best describes the outcomes of risk assessment?**
 - A. Improved resource allocation
 - B. Better communication among the team
 - C. Identifying potential risks and their impacts
 - D. Enhanced project visibility

- 2. Which of the following is a common risk response strategy?**
 - A. Risk replacement
 - B. Risk sharing
 - C. Risk avoidance
 - D. Risk duplication

- 3. What is the primary responsibility of a project manager?**
 - A. To plan, execute, and close projects while leading the project team
 - B. To solely focus on delivering the project on time
 - C. To manage the financial resources of the project
 - D. To ensure stakeholder satisfaction only

- 4. A customer requests an increase in the scope of a project while keeping the schedule the same. What is MOST likely to be impacted?**
 - A. Project quality and cost
 - B. Project baseline and milestones
 - C. Deployment plan and scope
 - D. Project completion date and objectives

- 5. What is one way to create a positive work environment?**
 - A. Encouraging gossip among team members
 - B. Implementing rigid rules and restrictions
 - C. Promoting open communication and mutual respect
 - D. Avoiding conflict discussions

- 6. What does scope management focus on in a project?**
 - A. Defining and controlling project scope
 - B. Managing the project budget
 - C. Recruiting team members
 - D. Identifying risk factors

- 7. Which document outlines the project objectives, requirements, and deliverables?**
- A. Project charter
 - B. Project scope statement
 - C. Project plan
 - D. Project timeline
- 8. In project management, what does "baseline" refer to?**
- A. The original estimate of project costs
 - B. The approved version of a project plan that provides a basis for comparison
 - C. An informal project outline
 - D. The final version of the project deliverables
- 9. When should a project manager formally close out a project?**
- A. Key project team members are needed for other projects.
 - B. A key stakeholder is satisfied with the project deliverables.
 - C. The CPI is 1.5 at the midpoint of the project.
 - D. The project has been terminated unexpectedly.
- 10. How is project risk defined?**
- A. A potential positive outcome of a project
 - B. Any event that could positively impact project objectives
 - C. The likelihood of an event that may impact project objectives negatively
 - D. A confirmed issue that must be resolved

Answers

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

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Explanations

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1. Which of the following best describes the outcomes of risk assessment?

- A. Improved resource allocation
- B. Better communication among the team
- C. Identifying potential risks and their impacts**
- D. Enhanced project visibility

Identifying potential risks and their impacts is a crucial outcome of risk assessment because it forms the foundation for effective risk management. Through a thorough risk assessment process, project managers and teams can pinpoint risks that may threaten project objectives, timelines, or deliverables. Moreover, understanding both the likelihood of these risks occurring and their potential impacts allows the team to prioritize them appropriately. This enhances informed decision-making about how to mitigate or respond to risks, ultimately leading to a more successful project outcome. In contrast, improved resource allocation, better communication among the team, and enhanced project visibility are valuable benefits that may result indirectly from conducting a risk assessment. However, they are not the primary objectives of the risk assessment itself. It is the identification and evaluation of risks that directly enable the project team to implement strategies for managing those risks effectively.

2. Which of the following is a common risk response strategy?

- A. Risk replacement
- B. Risk sharing
- C. Risk avoidance**
- D. Risk duplication

Risk avoidance is a widely recognized strategy in project management for addressing potential threats. This approach involves identifying risks and taking proactive steps to eliminate them before they can have an impact on the project. By altering project plans, timelines, or scopes to eliminate risk factors, project managers can prevent risks from occurring altogether. For instance, if a project may be negatively impacted by a market risk due to external economic conditions, a project manager may choose to delay the project or modify its scope to circumvent the adverse conditions entirely. This strategy is about changing the project plan to prevent the risk from emerging rather than simply reacting to it after it occurs. Understanding risk response strategies is crucial because it informs how project teams can safeguard their projects and ensure successful outcomes. Recognizing that avoiding a risk involves making conscious decisions to steer clear of potential threats helps in strategically planning the course of a project.

3. What is the primary responsibility of a project manager?

- A. To plan, execute, and close projects while leading the project team**
- B. To solely focus on delivering the project on time
- C. To manage the financial resources of the project
- D. To ensure stakeholder satisfaction only

The primary responsibility of a project manager encompasses a range of duties that are essential to the successful completion of a project. Planning, executing, and closing projects are foundational activities that project managers must undertake to ensure that project objectives are met. By leading the project team, the project manager facilitates collaboration, communication, and coordination among team members, which is vital for addressing challenges and ensuring tasks are completed effectively. This holistic approach includes not just the management of time and resources, but also balancing the various constraints of scope, quality, and stakeholder expectations. While other options emphasize aspects of project management, they do not capture the breadth of responsibilities that a project manager holds. For instance, focusing solely on delivering the project on time narrows the scope and overlooks other critical factors such as budget, quality, and team dynamics. Likewise, managing financial resources is indeed a part of the project manager's role, but not the entire responsibility. Ensuring stakeholder satisfaction is also important but is just one of the many facets of a project manager's duties. Thus, the correct choice reflects the comprehensive nature of the project manager's role in guiding a project from initiation to closure.

4. A customer requests an increase in the scope of a project while keeping the schedule the same. What is MOST likely to be impacted?

- A. Project quality and cost**
- B. Project baseline and milestones
- C. Deployment plan and scope
- D. Project completion date and objectives

When a customer requests an increase in the scope of a project while maintaining the same schedule, the most significant aspect affected is project quality and cost. Increasing the scope typically involves adding additional tasks, features, or requirements to the project. To accommodate these changes without extending the timeline, the project team may have to cut corners or reduce the quality of deliverables to meet the deadline. This can lead to a compromise in the overall quality of the work produced since the same amount of time must be reserved for a larger set of tasks. Additionally, the costs may also rise as more resources—such as personnel, materials, or tools—are required to complete the expanded scope within the original timeline. While other aspects such as project baseline and milestones might also be affected, they are secondary to the most immediate concerns of quality and cost. Therefore, focusing on the balance between scope, schedule, and quality is crucial in project management, making project quality and cost the most likely factors to be impacted in this scenario.

5. What is one way to create a positive work environment?

- A. Encouraging gossip among team members
- B. Implementing rigid rules and restrictions
- C. Promoting open communication and mutual respect**
- D. Avoiding conflict discussions

Promoting open communication and mutual respect is essential for creating a positive work environment. This approach fosters collaboration and trust among team members, allowing them to feel valued and heard. When team members can openly share their thoughts and ideas, it leads to a more engaged workforce, enhanced problem-solving capabilities, and increased creativity. Mutual respect ensures that everyone acknowledges each other's contributions and differences, further strengthening team dynamics. In contrast, encouraging gossip can lead to distrust and a negative atmosphere, while rigid rules often stifle creativity and morale. Avoiding conflict discussions, instead of addressing them constructively, can create unresolved tensions that harm relationships and productivity. Hence, promoting open communication and mutual respect stands out as a fundamental method for cultivating a healthy and productive work environment.

6. What does scope management focus on in a project?

- A. Defining and controlling project scope**
- B. Managing the project budget
- C. Recruiting team members
- D. Identifying risk factors

Scope management is a crucial aspect of project management that specifically targets the identification, definition, and control of what is included in the project. It ensures that all the necessary work required to complete the project is included while managing any changes to the scope effectively. The primary focus is on defining the project's deliverables and objectives, often detailed in a scope statement or scope baseline. This process involves not only determining what work is required but also what work is excluded, which helps in preventing scope creep—an issue where uncontrolled changes or continuous growth in project scope occurs without adjustments to time, cost, and resources. While managing the project budget, recruiting team members, and identifying risk factors are all important elements of project management, they fall under different knowledge areas. Budget management focuses on cost estimation and control, recruitment pertains to resource management, and risk identification is related to project risk management. Each of these contributes to project success but does not encapsulate the central focus of scope management, which is specifically aimed at defining and controlling project scope.

7. Which document outlines the project objectives, requirements, and deliverables?

- A. Project charter
- B. Project scope statement**
- C. Project plan
- D. Project timeline

The project scope statement is crucial for defining what the project aims to achieve and the constraints it must work within. This document outlines the project objectives, which clarify what the project intends to deliver, and details the specific requirements that must be met to fulfill those objectives. It typically includes the scope boundaries, major deliverables, criteria for acceptance, and any exclusions to prevent scope creep later in the project. In contrast, the project charter serves as an overarching document that formally initiates the project and authorizes the project manager to allocate resources. While it establishes the project vision and goals, it does not detail the specific outcomes in the depth that the project scope statement does. The project plan encompasses all aspects of project management, including scope, schedule, and resources, but it is more comprehensive and serves as a roadmap rather than detailing specific deliverables and objectives. Lastly, the project timeline focuses on scheduling and sequencing of tasks rather than defining the project's scope and outputs.

8. In project management, what does "baseline" refer to?

- A. The original estimate of project costs
- B. The approved version of a project plan that provides a basis for comparison**
- C. An informal project outline
- D. The final version of the project deliverables

In project management, "baseline" specifically refers to the approved version of a project plan, which includes scope, schedule, and cost. This approved baseline serves as a critical reference point for measuring project performance and progress throughout its lifecycle. By establishing a baseline, project managers can compare actual performance against the planned performance, allowing them to identify variances and make informed decisions about corrective actions when necessary. Establishing a baseline ensures that all stakeholders have a shared understanding of what the project intent is and sets clear expectations regarding deliverables and timelines. It forms the foundation for monitoring and controlling project execution, as any adjustments made during the project can be evaluated against the baseline to assess their impact on the overall project objectives. While the other options reference important project components, they do not capture the formal and regulatory aspect of a baseline. For example, while the original estimate of project costs may be part of the baseline, it does not encompass the entire approved project plan. An informal outline lacks the structure and approval process that defines a baseline, and the final version of deliverables is not what is typically referred to as a baseline; rather, it's a result of project activities, not a starting point for monitoring.

9. When should a project manager formally close out a project?

- A. Key project team members are needed for other projects.
- B. A key stakeholder is satisfied with the project deliverables.
- C. The CPI is 1.5 at the midpoint of the project.
- D. The project has been terminated unexpectedly.**

Formally closing out a project is a critical process that ensures all aspects of the project are concluded in an orderly manner, including assessing the results and documenting the lessons learned. In the case of an unexpected project termination, even though the project may not have reached its intended conclusions or objectives, it is essential to formally close it out. This includes finalizing all project documentation, addressing any outstanding issues, and ensuring that all stakeholders are informed. By doing so, the project manager can reconcile what has happened with the initial project plan and gather valuable information that can benefit future projects. This is particularly important for maintaining a clear record and preventing any misunderstandings about the project's status or outcomes. In situations where a project has been terminated, it is still crucial to establish a formal conclusion, as this helps to manage the expectations of stakeholders and team members. The other scenarios presented do not justify the formal closure of a project in the same manner. For instance, while the satisfaction of a key stakeholder is important, it does not inherently mean that the project is complete; similarly, the need for team members elsewhere or a favorable cost performance index (CPI) does not mandate a formal closure process like an unexpected termination does.

10. How is project risk defined?

- A. A potential positive outcome of a project
- B. Any event that could positively impact project objectives
- C. The likelihood of an event that may impact project objectives negatively**
- D. A confirmed issue that must be resolved

Project risk is fundamentally defined as the likelihood of an event that may adversely affect the project's objectives. This encompasses various uncertainties that can influence project outcomes, including potential delays, budget overruns, resource shortages, or any other factors that could impede progress or success. Recognizing and assessing these risks is critical for effective project management, as it allows teams to develop strategies to mitigate or manage them proactively. In the context of project management, understanding the concept of risk is vital for maintaining control over timelines and expectations. Project risks are not only about the negative occurrences, but they're often the first step towards implementing risk management strategies, ensuring that teams are prepared for potential challenges that could threaten project goals. This definition aligns accurately with industry standards and practices, emphasizing the proactive identification and assessment of risks to safeguard project delivery. The other options, while related to project management concepts, do not accurately capture the essence of what constitutes a project risk. They suggest outcomes or potential benefits rather than focusing on the negative implications inherent in project risks.

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://comptia-projectplus.examzify.com>

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

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