

MONDAY.COM CORE BUILDER CERTIFICATION PRACTICE EXAM (SAMPLE) STUDY GUIDE



SAMPLE STUDY GUIDE WITH LIMITED QUESTIONS

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THE FULL VERSION STUDY GUIDE

<https://mondaydotcomcorebuilder.examzify.com>



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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. A marketing team is using a 'creative requests board' to manage and deliver on incoming requests. Which use case does this illustrate?**
 - A. Workflow automation
 - B. Data repository
 - C. Project workflow
 - D. Process workflow

- 2. Who can fill out a form sent from a monday.com account?**
 - A. Only admins with access to the shareable link
 - B. Only paid users with access to the link
 - C. Anyone and everyone, as long as they have access to the shareable link or embedded form
 - D. Only within your organization's domain

- 3. A custom automation recipe can be used on multiple boards.**
 - A. Depends on board
 - B. True
 - C. Only with premium
 - D. False

- 4. If a client does not want to add more columns, what is a recommended way to track an extra session such as a Technical Review?**
 - A. Create a separate board
 - B. Add a new column
 - C. Use subitems on the relevant clients
 - D. Use the Updates section

- 5. Which stage will help you get a clearer understanding of the organization and teams you will be working with?**
 - A. Initiation stage
 - B. Planning stage
 - C. Discovery stage
 - D. Deployment stage

- 6. Where should the agenda be posted to allow reading and commenting from the team?**
- A. Updates of the item
 - B. Board description
 - C. The project's automations
 - D. Updates of the item
- 7. Which widget should you use to see your team's capacity on the tasks they are assigned and potentially assign them more tasks?**
- A. Workload widget
 - B. Timeline widget
 - C. Numbers widget
 - D. Chart widget
- 8. True or false: The Formula column is only available for Pro tier and above.**
- A. True
 - B. False
 - C. It is available on all tiers
 - D. It requires an add-on
- 9. Which action can grant you access to a main board?**
- A. Copy the board to your personal workspace
 - B. Request to be added as editor
 - C. Create a new board
 - D. Subscribe to the specific board
- 10. What other options do we have for sorting workspaces?**
- A. By date created
 - B. Alphabetically
 - C. By number of boards
 - D. By last edited

Answers

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

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Explanations

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1. A marketing team is using a 'creative requests board' to manage and deliver on incoming requests. Which use case does this illustrate?

- A. Workflow automation
- B. Data repository
- C. Project workflow
- D. Process workflow**

The main idea here is the flow of work through a defined sequence of steps. A creative requests board is used to take incoming requests and move them through stages like intake, assignment, design, review, approval, and delivery. This captures how work progresses from start to finish in a repeating business process, ensuring each request follows the same path and gets delivered consistently. That's what a process workflow describes: the lifecycle and handoffs of ongoing work as it moves through defined steps. While the board can also store data about each request and can be paired with automations, its core purpose in this scenario is to model and manage the process itself, not merely store information, nor to represent a one-off project with a fixed scope.

2. Who can fill out a form sent from a monday.com account?

- A. Only admins with access to the shareable link
- B. Only paid users with access to the link
- C. Anyone and everyone, as long as they have access to the shareable link or embedded form**
- D. Only within your organization's domain

Forms in monday.com are designed to be accessible through the public shareable link or when embedded on a page. This means anyone who has the link or can see the embedded form can fill it out and submit data to the board. There's no requirement to be an admin, a paid user, or part of your organization's domain for basic form submissions. The key idea is that the form itself is the entry point, and its accessibility is determined by how you share or embed it. If you ever want to restrict submissions, you'd need to enable login or domain-based restrictions in the form's sharing settings, which goes beyond the default behavior.

3. A custom automation recipe can be used on multiple boards.

- A. Depends on board
- B. True
- C. Only with premium
- D. False**

Automations are defined at the board level; a custom automation recipe is attached to a specific board and isn't automatically available on other boards. If you want the same behavior elsewhere, you must recreate the automation on that board or use board templates/duplication to propagate the automation setup. The idea to remember is that cross-board reuse isn't automatic—each board holds its own automations.

4. If a client does not want to add more columns, what is a recommended way to track an extra session such as a Technical Review?

- A. Create a separate board
- B. Add a new column
- C. Use subitems on the relevant clients**
- D. Use the Updates section

Using subitems on the relevant clients is the best way to track an extra session like a Technical Review without adding more columns. Subitems let you create a child task under each client item, so you can record the session's date, status, notes, outcomes, and participants while keeping everything tied to that specific client. This approach preserves context, keeps the main board uncluttered, and makes it easy to report on all sessions across clients by filtering on subitem fields. Creating a separate board would detach the sessions from the client context, and adding a new column would violate the constraint. The Updates section is helpful for messages, but it isn't structured for tracking multiple sessions with dedicated fields. Subitems provide the organized, per-session tracking you need.

5. Which stage will help you get a clearer understanding of the organization and teams you will be working with?

- A. Initiation stage
- B. Planning stage
- C. Discovery stage**
- D. Deployment stage

Discovery stage focuses on learning about the organization, its teams, and how they actually work together. In this phase you talk with stakeholders, map current processes, and identify who makes decisions, who uses which tools, and how reporting lines connect people and teams. That hands-on digging gives you a real picture of the people and structures you'll be collaborating with, which then informs how you shape requirements, board setups, permissions, and communication plans. You'll also spot dependencies and change-management needs early, reducing rework later. While initiation sets high-level goals, planning outlines the detailed approach, and deployment carries out the rollout, discovery is the stage that gives you the clearest understanding of the organization and teams you'll be working with.

6. Where should the agenda be posted to allow reading and commenting from the team?

- A. Updates of the item
- B. Board description
- C. The project's automations
- D. Updates of the item**

Posting the agenda in the Updates of the item is best because this space is designed for ongoing discussion about that specific item. When you share the agenda there, everyone who follows the item can read it, add comments, attach files, and @mention teammates. It also creates a clear, time-stamped thread you can review later. In contrast, a board description is static context for the board, and automations aren't a discussion space. So the Updates of the item keeps the agenda and team feedback together in the right place.

7. Which widget should you use to see your team's capacity on the tasks they are assigned and potentially assign them more tasks?

- A. Workload widget**
- B. Timeline widget
- C. Numbers widget
- D. Chart widget

Seeing each team member's workload and capacity is essential for deciding who can take on more tasks. The Workload widget is the tool designed for that purpose. It shows, for every person, how many tasks they have and highlights overloads, so you can identify who has available capacity and potentially reassign tasks to balance the load. A Timeline widget focuses on the timing and duration of tasks, not overall per-person workload. The Numbers widget just shows numbers, and the Chart widget shows general visuals without the per-person capacity detail. So for viewing capacity and adjusting assignments, the Workload widget is the best fit.

8. True or false: The Formula column is only available for Pro tier and above.

- A. True
- B. False
- C. It is available on all tiers
- D. It requires an add-on**

The key idea here is where the Formula column shows up across different plan levels. The Formula column is a built-in feature that you can add on boards regardless of whether you're on a Basic, Standard, Pro, or Enterprise plan. You don't need a separate add-on to use it, and it isn't restricted to Pro-level accounts. So the statement is false, and the correct understanding is that the Formula column is available on all tiers.

9. Which action can grant you access to a main board?

- A. Copy the board to your personal workspace
- B. Request to be added as editor
- C. Create a new board
- D. Subscribe to the specific board**

Access to a main board is controlled by membership and permissions. Subscribing to a board is the action that puts you into the board's activity stream and makes it visible to you in your workspace. This effectively gives you access to the board content as long as you have the necessary viewing rights; you'll receive updates and can participate according to your permissions. Copying the board to your personal workspace creates a separate copy that doesn't grant access to the original main board. Creating a new board is unrelated to the existing main board's access. Asking to be added as editor depends on someone with the authority to grant access and isn't as immediate or certain as subscribing.

10. What other options do we have for sorting workspaces?

- A. By date created
- B. Alphabetically**
- C. By number of boards
- D. By last edited

Sorting workspaces by name in alphabetical order helps you locate a workspace quickly by its label. This method stays stable as you add more workspaces, making the list predictable even when new items appear, unlike sorting by creation date or last edit which can shuffle as activity happens. Alphabetical order also aligns with how you typically identify a workspace—by its name—so scanning through a long list is faster and more intuitive. Other options focus on when the workspace existed, recent activity, or how many boards it contains, which can make it harder to find a specific workspace based on its purpose.

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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://mondaydotcomcorebuilder.examzify.com>

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

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