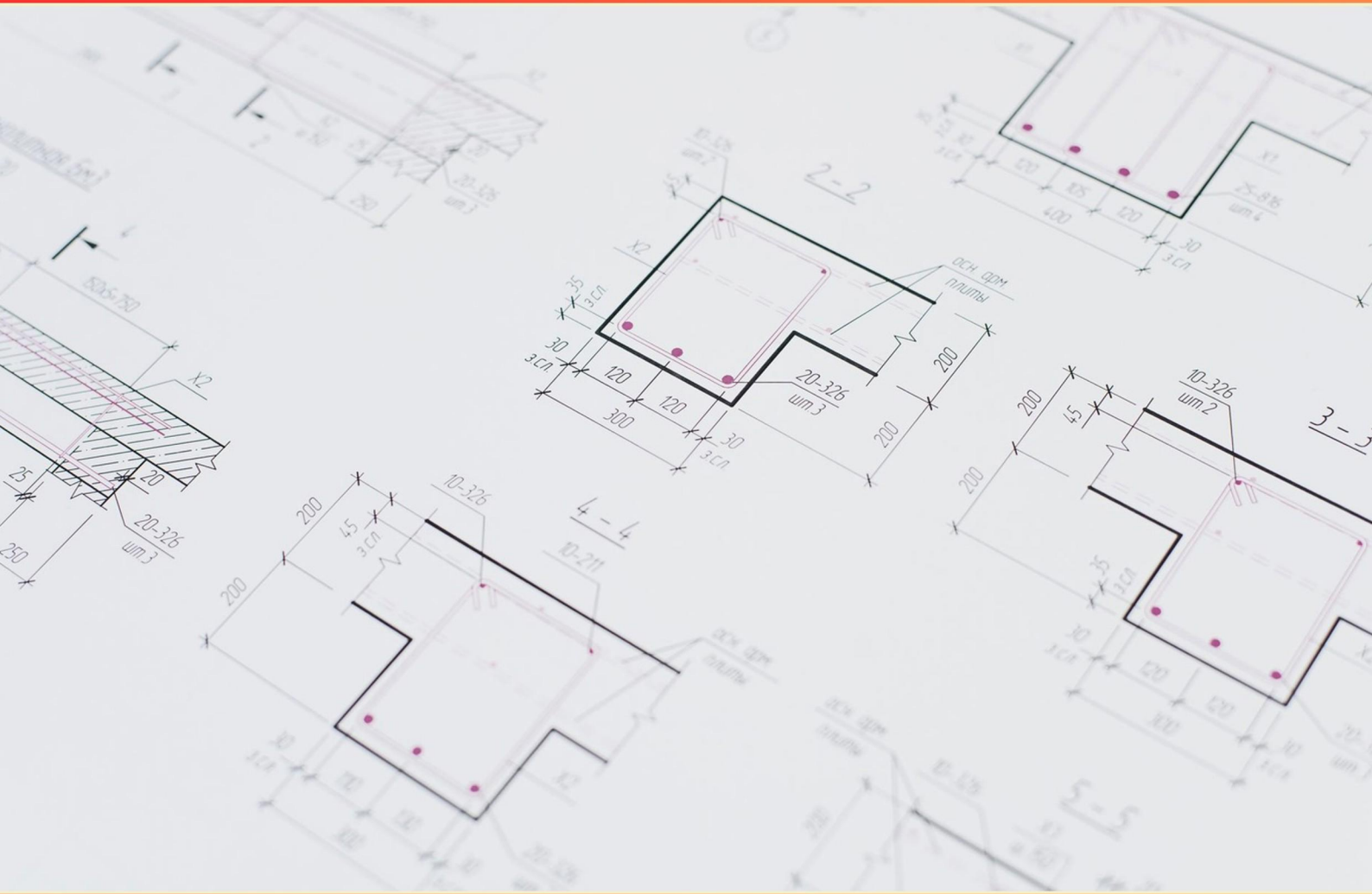


PROJECT MANAGEMENT PROCORE CERTIFICATION PRACTICE EXAM (SAMPLE)

STUDY GUIDE



SAMPLE STUDY GUIDE WITH LIMITED QUESTIONS

VISIT US ONLINE FOR
THE FULL VERSION STUDY GUIDE

<https://projectmanagement-procore.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. True or False: When you add a markup to a drawing, any markups will be immediately available to your team without further action on your part.**
 - A. True
 - B. False
 - C. Only after approval
 - D. Only to admins
- 2. What is the significance of the 'Collaboration Tools' in Procore?**
 - A. They track project expenses and budgets
 - B. They enhance team communication and information sharing
 - C. They automate billing and invoicing processes
 - D. They generate project summary reports
- 3. Can you allow external subcontractors to submit their submittals without granting them full access to the Specifications tool?**
 - A. Yes
 - B. No
 - C. Only with certain workarounds
 - D. Only during specific project phases
- 4. Which tool enables project managers to create and track RFIs (Requests for Information) within Procore?**
 - A. Submittals
 - B. RFIs
 - C. Change Orders
 - D. Contracts
- 5. With which accounting software does Procore integrate?**
 - A. Only with Microsoft Excel
 - B. With several, including QuickBooks and Sage
 - C. Only with Oracle systems
 - D. With none, it has its own accounting module

- 6. Why is tracking project changes important in Procore?**
- A. To simplify the approval process
 - B. To ensure all stakeholders are informed and updated
 - C. To minimize project costs directly
 - D. To enhance team morale
- 7. True or False: Rejected submittals require the same process as a new submittal.**
- A. True
 - B. False
- 8. What is a key function of the Procore "Drawings" tool?**
- A. To archive project photographs
 - B. To manage and share updated project drawings easily
 - C. To create design simulations
 - D. To track design approval dates
- 9. What is the primary purpose of Procore in project management?**
- A. To enhance communication and collaboration on construction projects
 - B. To track employee attendance on construction sites
 - C. To manage third-party contracts only
 - D. To provide design software for architects
- 10. What does the 'RFIs' feature stand for in Procore?**
- A. Requests for Information
 - B. Requisitions for Inventory
 - C. Reports for Inspection
 - D. Risks for Investment

Answers

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

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Explanations

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1. True or False: When you add a markup to a drawing, any markups will be immediately available to your team without further action on your part.

- A. True
- B. False**
- C. Only after approval
- D. Only to admins

The statement is false because when a markup is added to a drawing, it does not automatically become available to the entire team without any further action. Typically, collaboration tools like Procore require specific permissions or actions to share updates or allow access to the changes made. This often means that the individual who creates the markup might need to save the changes or publish them so that they are visible to team members. Moreover, project management occurs in controlled environments where visibility of markups can be restricted based on user permissions, roles, or additional administrative settings. Therefore, team members may have to refresh their views or access specific flags to see new markups. Understanding the project workflow and communication protocols is vital to ensure that all team members stay informed and aligned on any changes made in the project documentation.

2. What is the significance of the 'Collaboration Tools' in Procore?

- A. They track project expenses and budgets
- B. They enhance team communication and information sharing**
- C. They automate billing and invoicing processes
- D. They generate project summary reports

The significance of the 'Collaboration Tools' in Procore lies in their ability to enhance team communication and streamline information sharing among project stakeholders. This facilitates a more cohesive work environment where team members can easily share documents, updates, and feedback, thus improving overall project coordination and efficiency. Effective collaboration is crucial in the construction industry, where numerous stakeholders, including contractors, subcontractors, architects, and clients, need to stay informed and aligned throughout a project's lifecycle. By providing a platform for real-time communication and collaborative problem-solving, these tools help minimize the risk of miscommunication and ensure that everyone has access to the latest project information and updates, leading to more successful project outcomes.

3. Can you allow external subcontractors to submit their submittals without granting them full access to the Specifications tool?

- A. Yes**
- B. No
- C. Only with certain workarounds
- D. Only during specific project phases

Allowing external subcontractors to submit their submittals without granting them full access to the Specifications tool is feasible and aligns with the principles of effective project management and data security. This capability facilitates collaboration while maintaining control over sensitive information by restricting full access to certain tools. In many project management software platforms, including Procore, there are permissions settings that enable project administrators to manage user access levels based on specific roles or functions. This means that subcontractors can be granted limited permissions, allowing them to submit documentation such as submittals without needing to view or edit the full specifications. This ensures that they can perform their required tasks while not compromising the integrity or confidentiality of other project details. This method not only streamlines the submission process but also helps to minimize risk and maintain security protocols across the project by ensuring that users only have access to the tools and information necessary for their work. Overall, it promotes efficient collaboration while safeguarding critical project data.

4. Which tool enables project managers to create and track RFIs (Requests for Information) within Procore?

- A. Submittals
- B. RFIs**
- C. Change Orders
- D. Contracts

The correct answer is RFIs, which specifically refers to the tool within Procore designated for managing Requests for Information. This tool allows project managers and other stakeholders to formally ask questions related to the project, often for clarification on design documents, specifications, or other project-related issues. By using RFIs, users can ensure that all inquiries are documented, tracked, and resolved in a systematic manner, facilitating efficient communication between teams. This tool enhances project transparency and helps avoid misunderstandings, which could lead to costly delays. Additionally, RFIs in Procore can be linked to other project elements, providing a comprehensive view of outstanding questions and their resolutions as the project progresses. This organization and tracking are crucial for maintaining project timelines and ensuring that all parties have the necessary information to move forward. Other options, while useful in their own right, do not serve the specific purpose of managing RFIs.

5. With which accounting software does Procore integrate?

- A. Only with Microsoft Excel
- B. With several, including QuickBooks and Sage**
- C. Only with Oracle systems
- D. With none, it has its own accounting module

Procore's integration with multiple accounting solutions, including QuickBooks and Sage, allows users to streamline financial management processes and maintain effective accounting practices within their project management environment. This integration enables seamless data flow between Procore and these accounting systems, improving efficiency and accuracy in handling project budgets, invoicing, and financial reporting. The ability to integrate with several widely used accounting software means that organizations can choose the tools that best suit their financial management needs while still taking full advantage of Procore's project management capabilities. This versatility is essential for construction firms that may operate with different accounting systems based on their specific requirements and preferences. By contrast, focusing solely on a single type of system, such as only Microsoft Excel or only Oracle systems, would limit the flexibility and adaptability of Procore to a wider audience. In addition, suggesting that Procore has no integration options and relies solely on its own accounting module overlooks the advantages and flexibility that can come with integrating external, specialized accounting software.

6. Why is tracking project changes important in Procore?

- A. To simplify the approval process
- B. To ensure all stakeholders are informed and updated**
- C. To minimize project costs directly
- D. To enhance team morale

Tracking project changes in Procore is crucial because it ensures that all stakeholders are informed and updated about the ongoing modifications throughout the project's lifecycle. Effective communication about changes helps maintain transparency, reduces confusion, and ensures that everyone involved is on the same page. When stakeholders are kept in the loop regarding alterations in scope, timelines, or resources, they are better equipped to adapt their plans and actions accordingly. This can contribute to better decision-making and collaboration, ultimately leading to a smoother project execution and alignment of expectations among team members, clients, and other important parties. In addition to facilitating informed collaboration, tracking changes also creates an accurate historical record that can be referenced in project reviews or audits, further promoting accountability and continuous improvement within project management practices.

7. True or False: Rejected submittals require the same process as a new submittal.

- A. True**
- B. False

The correct assertion is that rejected submittals require the same process as a new submittal. When a submittal is rejected, it often implies that revisions or additional information are necessary to meet the project requirements. Therefore, the rejected submittal must go through a similar review process as a new submission to ensure that it aligns with the project's standards and specifications. This ensures proper tracking, accountability, and validation of the changes made to address the rejection points. By treating rejected submittals in the same manner as new submissions, the project team can maintain a systematic approach to documentation and approval, ensuring that all craftsmanship, design, and compliance issues have been adequately resolved before proceeding with the next steps in the project.

8. What is a key function of the Procore "Drawings" tool?

- A. To archive project photographs
- B. To manage and share updated project drawings easily**
- C. To create design simulations
- D. To track design approval dates

The "Drawings" tool in Procore is specifically designed to manage and share updated project drawings effectively and efficiently. This functionality is crucial in the construction industry, where accurate, up-to-date project drawings are essential for all stakeholders involved, including architects, engineers, and contractors. The tool allows users to upload new versions of drawings, mark them for revisions, and quickly communicate these updates to the team. This ensures that everyone is working from the same set of current documents, reducing the risk of errors that can arise from outdated information and enhancing collaboration throughout the project lifecycle. While other choices might contribute to project management or documentation processes, they do not encapsulate the primary purpose of the "Drawings" tool in Procore as effectively as the management and sharing of updated drawings do. Archiving photographs, creating design simulations, and tracking approval dates represent different aspects of project management that, while important, fall outside the main objective of this particular tool.

9. What is the primary purpose of Procore in project management?

- A. To enhance communication and collaboration on construction projects**
- B. To track employee attendance on construction sites
- C. To manage third-party contracts only
- D. To provide design software for architects

The primary purpose of Procore in project management is to enhance communication and collaboration on construction projects. Procore is designed as a comprehensive construction management platform that connects all project stakeholders—such as owners, general contractors, subcontractors, and suppliers—through a centralized system. This connectivity facilitates real-time information sharing, improves transparency, and streamlines workflows, allowing teams to coordinate more effectively. By improving communication, Procore helps teams address issues promptly, reduces the likelihood of misunderstandings, and ensures that all parties are aligned on project goals and updates. This focus on collaboration is critical in construction environments, where successful project delivery relies on accurate information and timely decision-making among diverse teams working simultaneously. In contrast to the other options, Procore is not solely focused on tracking employee attendance, managing third-party contracts, or providing design software. While aspects such as attendance tracking may be components of project management software, they do not capture the comprehensive nature of Procore's primary goal of facilitating overall project communication and collaboration.

10. What does the 'RFIs' feature stand for in Procore?

A. Requests for Information

B. Requisitions for Inventory

C. Reports for Inspection

D. Risks for Investment

The 'RFIs' feature in Procore stands for Requests for Information. This is a crucial tool within construction project management that allows team members to formally ask for clarification or additional details regarding project specifications, drawings, or other documents. The RFI process helps to ensure that all parties involved in a project have the necessary and accurate information before proceeding with their work. This can significantly reduce misunderstandings, prevent project delays, and enhance collaboration among stakeholders. In the context of project management, having a standardized way to address questions and clarify uncertainties is vital for maintaining project timelines and budgets. Using RFIs effectively can streamline communication and ensure that everyone is on the same page concerning project requirements. Other options such as Requisitions for Inventory, Reports for Inspection, and Risks for Investment do not reflect the primary purpose of RFIs, which is specifically about obtaining information needed to move forward with the project correctly and efficiently.

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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://projectmanagement-procore.examzify.com>

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

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