

To be completed by: Week 1 Study Session

- Self- assessment
- Domain 2 Readings: Executive Leadership (19-21% of the exam)
 - *ASAE Handbook of Professional Practices in Association Management, 4th ed.*, chapters 8-13, 25
 - *Association Law Handbook, 6th ed.*, chapters 11-13, 24
 - *The Jossey-Bass Handbook of Nonprofit Leadership and Management, 4th ed.*, chapters 3-7, 11-12, 16
 - Review Domain Study Guide terminology
 - Answer Domain 2 Study Guide self-assessment
 - Take Domain 2 Study Guide practice questions

To be completed by: Week 2 Study Session

- Domain 4 Readings: Operations (17-19% of the exam)
 - *ASAE Handbook of Professional Practices in Association Management, 4th ed.*, chapters 10, 19, 22-24, 26
 - *Association Law Handbook, 6th ed.*, chapters 10, 14-23, 25, 27-28, 32-34, 39-43, 61-69, 75, 84-100
 - *The Jossey-Bass Handbook of Nonprofit Leadership and Management, 4th ed.*, chapters 2, 17, 19-23
 - Review Domain 4 Study Guide terminology
 - Answer Domain 4 Study Guide self-assessment
 - Take Domain 4 Study Guide practice questions
- Domain 8 Readings: Marketing & Communications (12-14% of the exam)
 - *ASAE Handbook of Professional Practices in Association Management, 4th ed.*, chapters 43-45
 - *Association Law Handbook, 6th ed.*, chapters 22, 27-28, 42-43
 - *The Jossey-Bass Handbook of Nonprofit Leadership and Management, 4th ed.*, chapters 2, 8, 12-13, 16
 - Review Domain 8 Study Guide terminology
 - Answer Domain 8 Study Guide self-assessment
 - Take Domain 8 Study Guide practice questions

To be completed by: Week 3 Study Session

- Domain 1 Readings: Governance (9-11% of the exam)
 - *ASAE Handbook of Professional Practices in Association Management, 4th ed.*, chapters 1-7
 - *Association Law Handbook, 6th ed.*, chapters 1-15, 20-21, 23-24, 26, 29-32, 35-37, 61-62, 72, 92, 100
 - *The Jossey-Bass Handbook of Nonprofit Leadership and Management, 4th ed.*, chapters 2, 4-6, 8, 24
 - Review Domain 1 Study Guide terminology
 - Answer Domain 1 Study Guide self-assessment
 - Take Domain 1 Study Guide practice questions
- Domain 6 Readings: Member and Stakeholder Engagement and Management (10-12% of the exam)
 - *ASAE Handbook of Professional Practices in Association Management, 4th ed.*, chapters 38-41
 - *Association Law Handbook, 6th ed.*, chapters 11, 62-66, 68-70, 74, 76, 82-83
 - *The Jossey-Bass Handbook of Nonprofit Leadership and Management, 4th ed.*, chapters 4, 15-16, 24
 - Review Domain 6 Study Guide terminology
 - Answer Domain 6 Study Guide self-assessment
 - Take Domain 6 Study Guide practice questions

To be completed by: Week 4 Study Session

- Domain 3 Readings: Organizational Strategy (8-10% of the exam)
 - *ASAE Handbook of Professional Practices in Association Management, 4th ed.*, chapters 14-21
 - *Association Law Handbook, 6th ed.*, chapters 8, 22
 - *The Jossey-Bass Handbook of Nonprofit Leadership and Management, 4th ed.*, chapters 4, 8-10, 12, 15-17, 19, 21
 - Review Domain 3 Study Guide terminology
 - Answer Domain 3 Study Guide self-assessment
 - Take Domain 3 Study Guide practice questions
- Domain 5 Readings: Business Development (12-14% of the exam)

- *ASAE Handbook of Professional Practices in Association Management, 4th ed.*, chapters 30-37
- *Association Law Handbook, 6th ed.*, chapters 29-31, 38-43, 49-50, 66-73, 78-80, 88, 91, 93-95
- *The Jossey-Bass Handbook of Nonprofit Leadership and Management, 4th ed.*, chapters 2, 6, 13, 16, 18
- Review Domain 5 Study Guide terminology
- Answer Domain 5 Study Guide self-assessment
- Take Domain 5 Study Guide practice questions

To be completed by: Week 5 Study Session

- Domain 7 Readings: Advocacy (5-7% of the exam)
 - *ASAE Handbook of Professional Practices in Association Management, 4th ed.*, chapter 42
 - *Association Law Handbook, 6th ed.*, chapters 48, 51-60, 81, 96-97
 - *The Jossey-Bass Handbook of Nonprofit Leadership and Management, 4th ed.*, chapters 2, 8, 11, 14-15
 - Review Domain 7 Study Guide terminology
 - Answer Domain 7 Study Guide self-assessment
 - Take Domain 7 Study Guide practice questions
- Come with anything else you would like to review.

To be completed by: Week 6 Study Session

- Practice Exam Review