

NPPE Checklist

Welcome & Setup

- ☐ Watch the welcome video.
- ☐ Register for your NPPE exam (or confirm your registration).
 - Exam date: _____ Time: _____ a.m. / p.m.
- ☐ Download and/or print this checklist.
- ☐ Download/bookmark your association's NPPE resources (syllabus, policies, sample info).
- ☐ Decide your study window: I have _____ weeks until my exam.
- ☐ Block your weekly study routine (days + times) in your calendar.

Core Lessons by Syllabus Topic (I–VI)

For each topic, complete all core activities before moving on. Aim to study 5 days per week.

Topic I – Professionalism

- ☐ Syllabus presentation
- ☐ Mind map
- ☐ Flashcards
- ☐ Questions and Answers
- ☐ “Advancing to the next step” quiz

Topic II – Ethics

- ☐ Syllabus presentation
- ☐ Mind map
- ☐ Flashcards
- ☐ Questions and Answers
- ☐ “Advancing to the next step” quiz

Topic III – Professional Practice

- ☐ Syllabus presentation
- ☐ Mind map
- ☐ Flashcards
- ☐ Questions and Answers
- ☐ “Advancing to the next step” quiz

Topic IV – Law for Professional Practice

- ☐ Syllabus presentation
- ☐ Mind map
- ☐ Flashcards
- ☐ Questions and Answers
- ☐ “Advancing to the next step” quiz

Topic V – Professional Law

- ☐ Syllabus presentation
- ☐ Mind map
- ☐ Flashcards
- ☐ Questions and Answers
- ☐ “Advancing to the next step” quiz

Topic VI – Regulation/Discipline of Members

- ☐ Syllabus presentation
- ☐ Mind map
- ☐ Flashcards
- ☐ Questions and Answers
- ☐ “Advancing to the next step” quiz

(Optional but recommended) After each topic:

- ☐ Note any weak areas (e.g., “Tort vs contract,” “Duty to report,” “Discipline procedures”).



Question Bank (All 500 Questions)

Goal: complete all 500 practice questions and learn from every mistake.

Do this first:

- ☐ Open the “Instructions” lessons, which have short videos showing you how the quizzes work.

Quiz Options (choose one that still covers all 500 questions):

- ☐ 25-question × 20 sets (**recommended**); OR
- ☐ Another pattern that still covers all 500 questions (e.g. by syllabus topic).

After each practice set:

- ☐ Record your score.
- ☐ Mark which syllabus topics you scored low on.
- ☐ Review explanations for every incorrect question.

Final check:

- ☐ I have completed all 500 questions at least once.
- ☐ I have reviewed all the questions I got wrong at least once.
- ☐ If your plan includes Tutor AI, use it for examples and explanations on weak topics.

Tip: Don't skip the course lessons. They're needed to develop your knowledge and pass the exam.

Final Review & Exam Day

3–7 days before the exam:

- ☐ Revisit flashcards and Q&A for your weakest topics.
- ☐ Do at least one longer practice block (e.g., 100 questions in one sitting) to simulate exam focus.
- ☐ In the last week, **practice pacing with a timer on your phone**: start at about 100 seconds/question and work down to 60s/question (the real NPPE gives you 82s/question).

Day before the exam:

- ☐ Confirm your exam time, time zone, and login instructions.
- ☐ Check your ID, test environment, and internet connection.

Exam day:

- ☐ If needed, light studying only to avoid brain fatigue (e.g. mind map review)
- ☐ Log in early and write the exam.