

Callidus Software

Certification Program



About Callidus Software Professional Development

Callidus Software offers a comprehensive set of performance-oriented, role-based certified training courses and Certification Programs for EIM professionals. These hands-on courses enable our customers and partners to become proficient implementers, administrators and users of Callidus Software products.

Comprehensive information about Callidus Software Professional Development is available at www.callidussoftware.com, including:

Course & Schedules

Course listings, descriptions, Continuing Education Units (CEUs), and schedules

Certification Programs

Certification for EIM Professionals

Training Location

Location of and directions to the Callidus Software Training Center, nearby hotels, and attractions

Policies

Attendance, registration, payment, confirmation and cancellation policies

About Callidus Software

Founded in 1996, Callidus Software (www.CallidusSoftware.com) is the industry's leading enterprise incentive management (EIM) provider to global companies across multiple industries. Callidus Software EIM systems allow enterprises to develop and manage incentive compensation linked to the achievement of strategic business objectives. Through its TrueComp® Grid Architecture, Callidus Software delivers the industry's only EIM solution that combines the power and scalability of grid computing with the flexibility of a rules-based interface. Customers/Partners include AOL Time Warner Corporation, AT&T Wireless, BMC Software, CUNA Mutual, DirecTV, Dun & Bradstreet, IBM, JP Morgan Chase & Co., Pennzoil-Quaker State Company, SBC Communications and Sun Microsystems.

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The Value of Certification

Certification speaks volumes about your professional abilities. By completing the Callidus Software Certification Program, you are recognized as an expert in EIM. Whether on your business card, letterhead or resume, your Callidus Software Certification indicates you meet the highest levels of EIM professional performance. As business changes, the Callidus Software Certification Program enables you to keep pace with the most current developments in EIM, network with fellow professionals, and gain skills you can apply immediately.

Callidus Software Certifications are organized by individuals 'tracks'. And certification attainment is the means to solidifying specific skills in a specified job role. The Callidus Software Certification Program validates that you have learned the specialized skills needed for implementing the suite of Callidus Software products. Callidus Software offers a variety of certifications to help you make the most of your professional expertise. The requirements set forth for certifications offered under the Callidus Software Certification Program apply worldwide.

Certification Benefits

Worldwide Certified Expert Recognition

The Callidus Software Certification Program enable the successful implementation of the Callidus Software EIM solution. Earning certification status acknowledges your expertise in Callidus Software products.

Competitive Advantage

Our certification program gives you the tools to stay ahead of your competition. As a certified expert, you provide value to your customers by learning how to deliver the solutions and services that will ensure first place in EIM.

Use of Callidus Software Certification logo

Once certification is complete, you can place the Callidus Software Certification logo on your business card. This allows the business community to recognize you as a certified Callidus Software specialist in your particular area of expertise.

Invitation to EIM Networking Events

Upon completing the certification program, there will be a variety of opportunities for networking with EIM professionals. Certified members will be invited to employee-only events such as WebEx sessions, brown bag seminars, and network meetings.

Earning Certification – A Three-Step Process

You are considered Certified upon completion of the following requirements in the order outlined:

- Step 1.** Submit certification application
- Step 2.** Complete required courses and pass examinations
- Step 3.** Letter of Recommendation (LOR)

Certification Tracks

- Track 1** – Certified TrueComp Compensation Specialist (CCS)
- Track 2** – Certified TrueComp Data Specialist (CDS)
- Track 3** – Certified TrueComp Report Specialist (CRS)

Step 1: Certification Application

Fill out and send in application found on page 5.

Step 2: Complete Courses and Pass Exams

Prerequisites – TrueComp Core Program

TrueComp Core Program must be completed, and its associated exams must be passed prior to the pursuit of a specialized Callidus Certification. Estimated days for completing TrueComp prerequisites: 5

Course or Exam Name	Media	3.x	4.x	5.x
TrueComp Concepts	WBT	•	•	•
TrueComp Fundamentals	ILT	•	•	•
TrueComp Fundamentals Exam	Exam	•	•	•
TrueComp Workshop	ILT	•	•	•

○ = Strongly Recommended for Certification • = Required for Certification

Certified TrueComp Compensation Specialist (CCS)

The CCS Certification is for those who wish to develop superior knowledge and skills in EIM, strategically aligning and effectively managing compensation practices. Before registering for these courses, you must complete the TrueComp Core Program courses and pass all exams with a 70% minimum score. Estimated days for completion: 5-8

Course or Exam Name	Media	3.x	4.x	5.x
C5: Elements of Sales Compensation	3 rd party	•		
TrueComp Administration	ILT		○	○
Elements of TrueComp Plan Design (Advanced)	ILT		○	○
Effective Rule Writing Workshop (Advanced)	ILT	○	○	○
Certified Compensation Specialist - Section I – Online or Paper Exam	Exam		•	•
Certified Compensation Specialist - Section II – Hands On Exam	Exam	•	•	•
Letter of Recommendation (LOR)	LOR	•	•	•

○ = Strongly Recommended for Certification • = Required for Certification

Certified TrueComp Data Specialist (CDS)

The CDS Certification is for those who wish to develop deep knowledge of the data manipulation and efficient database management in the Callidus Software application. Before registering for these courses, you must complete the TrueComp Core Program courses and pass exams with a 70% minimum score. Estimated days for completion: 12

Course or Exam Name	Media	3.x	4.x	5.x
TrueComp Database Schema & Datamart Overview	ILT	○		
TrueComp Administration 4.x	ILT		○	○
Informatica Power Mart/PowerCenter	3 rd party	○	○	○
Oracle Exam #1Z0-007 Introduction to Oracle 9i: SQL OR IBM Certified Database Associate – DB2 Universal Database V8.1 Family Test 700	3 rd party	•	•	•
TrueComp ETL and Datamart (Advanced)	ILT		○	○
Certified Data Specialist - Section I – Online or Paper Exam	Exam		•	•
Certified Data Specialist - Section II – Hands On Exam	Exam	•	•	•
Letter of Recommendation (LOR)	LOR	•	•	•

○ = Strongly Recommended for Certification • = Required for Certification

Certified TrueComp Reporting Specialist (CRS)

The CRS Certification is for those who require detailed knowledge of creating and managing reports. Before registering for these courses, you must complete the TrueComp Core Program courses and pass all exams with a 70% minimum score. Estimated days for completion: 5

Course or Exam Name	Media	3.x	4.x	5.x
Using Actuate 6 with TruePortal	ILT	○	○	○
TruePortal Reporting Environment	ILT	○	○	○
TrueInformation Administration	ILT	○	○	○
Custom Report Writing (Advanced)	ILT	○	○	○
Certified Reporting Specialist - Section I – Online or Paper Exam	Exam		●	●
Certified Reporting Specialist - Section II – Hands On Exam	Exam	●	●	●
Letter of Recommendation (LOR)	LOR	●	●	●

○ = Strongly Recommended for Certification ● = Required for Certification

ILT = Instructor Led Training

WBT = Web-based Training

3rd party = Oracle, IBM or certified equivalent

LOR = Letter of Recommendation

Certified Equivalent

You may select an approved course from a 3rd party vendor to satisfy that course requirement. Callidus Software Professional Development Services has indicated recommended vendors from 3rd party training requirements above. You must submit certified equivalents for approval to calliduscertification@callidussoftware.com. Once 3rd party equivalent course is complete, you must submit course verification of course completion and proof of passing exam to calliduscertification@callidussoftware.com.

Step 3: Complete Letter of Recommendation (LOR)

Successfully submitting and obtaining approval of a Letter of Recommendation (LOR) marks one of the final steps in achieving Callidus Software Certification. In addition to the successful completion of all certification requirements, the LOR allows the Callidus Software Certification team to validate the project-related activities completed by a certification candidate while performing his/her daily job and/or project assignment(s). There are LOR templates for the Certified Compensation Specialist (CCS), Certified Reporting Specialist (CRS), and Certified Data Specialist (CDS) tracks, which contain details and requirements specific to that track.

The information contained in this document highlights the mandatory guidelines, and answers basic questions for individuals ready to complete and submit a LOR for any certification track.

Callidus Software LOR Templates

Each LOR template (regardless of the certification track) consists of boiler-plate introductory information and concluding questions. The body sections of the LOR templates contain a track-specific list of on-the-job projects and/or activities from which the candidate can choose. The body information varies depending on the track the candidate is pursuing.

Instructions are embedded in the LOR templates making them easy-to-navigate, and to help with entering the project-related achievements. Generic fields (e.g., <First Name><Last Name>) are also embedded in the templates to indicate the specific information and/or the format in which the information should be input.

You can download LOR templates from the Education section of the Callidus Software Web site at: www.CallidusSoftware.com.

On-The-Job Projects and Activities

A checklist of unique on-the-job projects and activities make up the body of a CCS, CDS, or CRS LOR templates. Completing the designated number of these projects or activities allows the candidate to demonstrate they are prepared for certification. High-level descriptions are included in the body area of the template for each project and activity. The list varies depending on the certification track. The projects or activities listed are highly relevant to the specific certification track candidate is pursuing. The person completing the LOR needs to indicate which projects or activities the candidate has successfully completed.

Qualified LOR Signatures

The person who completes and signs the LOR for a certification candidate must be able to personally validate that the candidate completed the projects and/or activities documented in the LOR. He/she also needs to provide their contact information (phone number and email) at the bottom of the LOR.

Based on the candidate's type of employment, a qualified LOR signature can be obtained from someone who holds one the following management roles:

- A direct supervisor, manager, or director - if the candidate is working as an employee for a Callidus Software customer
- A project manager or team leader - if the candidate is working in a consulting role

Transmitting the Letter to Callidus Software

Once the LOR is completed and signed, send it to the Callidus Software Training Center using one of the following delivery methods:

Via Fax:

Please include a cover sheet with the following information:

Callidus Software Training Center

Attn: Callidus Software Certification

Re: Callidus Software Certification LOR for <First Name><Last Name>

Fax Number: 512-502-9953

Via Mail:

Callidus Software Training Center

Callidus Software Inc.

9050 Capital of Texas Hwy North

Suite 260

Austin, TX 78759

Via Email:

Email: calliduscertification@callidussoftware.com

Subject Line: Callidus Software Certification LOR for <First Name><Last Name>

Please note: If sending as soft copy only, include a digital signature in the LOR document.

More Questions? Contact the Callidus Software Certification Team

Email: calliduscertification@callidussoftware.com

Fax Line: 512-502-9953

Phone Number: 866-622-2089

Callidus Software Corporate Headquarters

Callidus Software Inc.

160 West Santa Clara Street

15th Floor

San Jose, CA 95113

Phone: 408-808-6400

Fax: 408-271-2662

Certification Application

Completing this form serves as notification of your intent to pursue certification.

Application For: _____ CCS _____ CDS _____ CRS Primary Mailing Address Information: _____ Business _____ Home

Name: _____ Title: _____

Employer: _____

Address: _____

City: _____ State/Prov: _____ Country: _____ ZIP: _____

Primary Email Address: _____ Estimated Completion Date: _____

Secondary Email Address: _____ Shirt Size: _____ S _____ M _____ L _____ XL

Standards of Professional Practice

The Callidus Software Standards of Professional Practice for Certified Compensation Specialists, Certified Data Specialists and Certified Reporting Specialists were adopted to promote and maintain the highest level of ethical conduct in the profession. By adopting these standards, Callidus Software is further enhancing the value of your certification by providing a uniform way in which all professionals should conduct themselves. Newly designated professionals are required to adhere to the following standards of professional practice.

Responsibility to the Public

- Legal – Comply with all governmental laws and regulations that govern employment compensation, benefits and total reward practices within Enterprise Incentive Management (EIM).
- Advocacy – Encourage my employer to enact EIM programs that recognize the individual rights, privileges, contributions and opportunities.

Responsibility to My Employer/Clients

- Integrity/Conflicts of interest – Perform my professional services with honesty and integrity. These include that of fully informing my employer/clients of my areas of professional competence; by limiting my professional activities to those areas of practice in which I have the requisite knowledge and training; and avoiding all conflicts of interest with my professional responsibilities.
- Designation Use – Respect and abide by regulations that govern my use of the CCS, CDS and CRS designations, and will immediately cease use of these designations when my skills or Callidus Software certification are no longer professionally current, and in venues in which I am no longer serving as and Enterprise Incentive Management professional.
- Objectivity – Honestly and completely advise my employer/client on best practices regarding employment compensation, benefits and total rewards practices.
- Due Diligence – Discharge my professional responsibilities with competence and diligence.
- Confidentiality – Maintain the confidentiality of professional information that is entrusted to me by my employer/client.

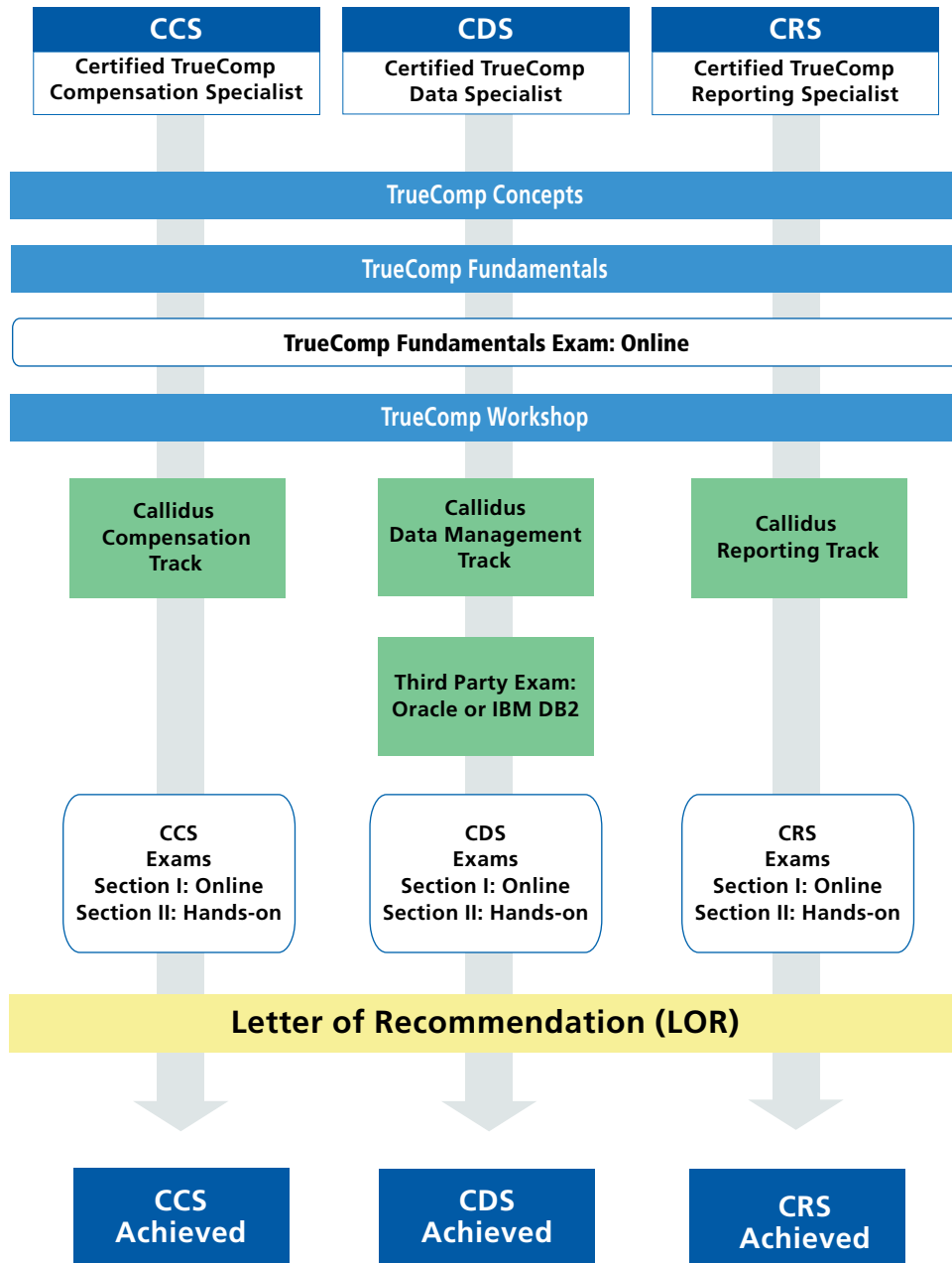
Responsibility to Colleagues

- Respect – Treat co-workers and other colleagues with respect, fairness and advocate conditions of employment that safeguards their rights and welfare.
- Collaboration and Encouragement – Strive for excellence in the profession by not only maintaining and enhancing our own knowledge and skills, but also by sharing information with colleagues encouraging the professional development of co-workers and colleagues, and fostering the aspirations of co-workers and colleagues as potential members of the profession.
- Integrity – Practice the highest standard of integrity in business and professional dealings with other individuals in the field.

Signature: _____ Date: _____

Fax completed form to 512-502-9953 to the attention of Callidus Software Certification.

Callidus Software Certification Program Requirements



Please Note: The chart shown above reflects the 4.x and 5.x certification programs only. Refer to pages 2 and 3 of this guide for information regarding the 3.x certification program.



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