

# APMP CAP APMP

## APMP CAPTURE PRACTITIONER CERTIFICATION QUESTIONS & ANSWERS

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### CAP APMP

[APMP Capture Practitioner-Level Certification \(CAP APMP\)](#)

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## Discover More about the CAP APMP Certification

Are you interested in passing the APMP CAP APMP exam? First discover, who benefits from the CAP APMP certification. The CAP APMP is suitable for a candidate if he wants to learn about Capture. Passing the CAP APMP exam earns you the APMP Capture Practitioner-Level Certification (CAP APMP) title.

While preparing for the CAP APMP exam, many candidates struggle to get the necessary materials. But do not worry; your struggling days are over. The CAP APMP PDF contains some of the most valuable preparation tips and the details and instant access to useful [CAP APMP study materials](#) just at one click.

## APMP CAP APMP Capture Practitioner Certification Details:

<b>Exam Name</b>	APMP Capture Practitioner-Level Certification
<b>Exam Code</b>	CAP APMP
<b>Exam Fee</b>	APMP Members: \$425
<b>Exam Duration</b>	150 Minutes
<b>Number of Questions</b>	80
<b>Passing Score</b>	50%
<b>Format</b>	Multiple Choice Questions
<b>Schedule Exam</b>	<a href="#">APM Group website</a>
<b>Sample Questions</b>	<a href="#">APMP Capture Practitioner Exam Sample Questions and Answers</a>
<b>Practice Exam</b>	<a href="#">APMP Capture Practitioner-Level Certification (CAP APMP) Practice Test</a>

## CAP APMP Syllabus:

Topic	Details
<b>Opportunity Capture Planning and Scheduling</b>	<ul style="list-style-type: none"> <li>- Demonstrate knowledge of an opportunity capture plan discipline to capture new business more efficiently</li> <li>- Develop structured opportunity capture plans that include</li> </ul>

Topic	Details
	<p>external analysis, internal analysis, strategy development, and execution and monitoring</p> <ul style="list-style-type: none"> <li>- Use an appropriate medium to develop; review, share, and update opportunity capture plans</li> <li>- Maintain an opportunity capture process that is dynamic, flexible, interactive and current</li> <li>- Plan regular decision gate reviews to determine whether to advance the opportunity capture to the next phase or end the pursuit</li> <li>- Schedule reviews to improve the opportunity capture plan, strategy, proposal, or lessons learned</li> <li>- Use the opportunity capture plan outputs to begin the proposal planning process</li> <li>- Demonstrate knowledge of an opportunity capture plan discipline to capture new business more efficiently</li> <li>- Create, align and adapt the opportunity capture schedule to match, the customers actions, the organization's business development process, the resources available, and the selling environment</li> </ul>
<b>Opportunity capture team selection and management</b>	<ul style="list-style-type: none"> <li>- Identify and commit the right people to the Opportunity capture team</li> <li>- Engage senior leadership to commit the required resources</li> <li>- Train the Opportunity capture team in the process that will be followed</li> <li>- Arrange and manage the kick-off meeting to start the Opportunity capture process</li> <li>- Assign, SMART objectives, and completion dates to named individuals within the opportunity capture team, providing clear reporting expectations</li> <li>- Engage senior management keeping them informed and involved</li> <li>- Use objective measures to evaluate opportunity capture success</li> </ul>
<b>Review Management</b>	<ul style="list-style-type: none"> <li>- Define the organization's process phases, gate milestones, and review points to support a specific capture</li> </ul>



Topic	Details
	<ul style="list-style-type: none"> <li>- Use the Opportunity Capture Plan Review to review the Opportunity Capture Plan and validate the win strategy</li> <li>- Use a Competitor Strategy Review to anticipate competitors' likely strategies and solutions and update the win strategy</li> <li>- Use the Proposal Strategy or Content Plan Review to validate that the opportunity capture plan outputs have been successfully transferred to proposal strategy and verify compliance</li> <li>- Use the Final Document Review to evaluate the proposal for customer focus, completeness and clear communication of the win strategy and solution</li> <li>- Use the Business Case or Senior Management Review to confirm the offer entails acceptable profit and risk</li> <li>- Use the Lessons Learned Review to determine how the process, strategies, and talent can be improved</li> <li>- Use a consistent process for each review</li> <li>- Communicate clear review assignments, balancing each reviewer's workload</li> <li>- Select appropriate reviewers for each review task</li> </ul>
<b>Customer focused opportunity capture skills</b>	<ul style="list-style-type: none"> <li>- Apply appropriate opportunity capture processes to customers different buying patterns</li> <li>- Define and articulate benefits that map to customer issues throughout the buying cycle</li> <li>- Use the Lessons Learned Review to determine how the process, strategies, and talent can be improved</li> <li>- Test the potential solution with the customer early and often</li> <li>- Develop a logical business case that supports the customer in making logical buying recommendations</li> </ul>
<b>Gate Decision Management</b>	<ul style="list-style-type: none"> <li>- Manage decision gates at process milestones</li> <li>- Develop and communicate the required inputs and written outputs for each decision gate including securing adequate funding and resources when advancing</li> <li>- Engage the appropriate decision-makers and significant contributors for the decision gate</li> <li>- Provide objective reasoning to end opportunity capture activity</li> </ul>

Topic	Details
	<p>if the decision gate information lacks clarity and / or if the opportunity capture team does not know if, how, where, or when the information can be obtained</p> <ul style="list-style-type: none"> <li>- Update the opportunity capture plan and ensure gate decision packages are archived with lessons learned</li> </ul>
<b>Engaging Program Support</b>	<ul style="list-style-type: none"> <li>- Engage Senior Managers to appoint the program manager immediately after the Pursuit Gate Review</li> <li>- Develop the opportunity capture strategy collaboratively with the Program Manager</li> <li>- Coach the program Manager to lead or support the development of the solution performance work statements, make/buy and work share plans, work breakdown structure, program plan, transition plan, program schedules, costing, and price-to-win analysis</li> <li>- Coach the Program Manager to develop a baseline solution presentation for the proposal kick-off meeting</li> <li>- Coach the Program Manager to ensure that the solution is continually aligned with the evolving strategy</li> <li>- Prepare, or, delegate the preparation of, detailed, transition and internal program management plans</li> <li>- Use the Opportunity capture Schedule to impose the solution freeze</li> <li>- Coach the program manager for the final presentation</li> <li>- Formally transition program responsibility from the Opportunity capture manager to the program manager upon contract award</li> </ul>
<b>Engaging Bid support</b>	<ul style="list-style-type: none"> <li>- Work with the Bid Manager to prepare detailed proposal budget</li> <li>- Extend the opportunity capture strategy into the proposal strategy and conduct Opportunity Strategy Review</li> <li>- Integrate proposal support, program management, engineering, and key teaming partners in proposal planning, solution development, work share, WBS development, and price-to-win (PTW) activities</li> <li>- Influence the selection of the best proposal team members</li> </ul>

Topic	Details
	<ul style="list-style-type: none"> <li>- Provide support during the proposal kick-off meeting</li> <li>- Define and manage contacts with the customer, including bidder's conferences, site visits, and questions regarding solicitation documents</li> <li>- Analyze the final bid request and lead the Bid Validation gate decision</li> <li>- Lead, guide, or contribute to post bid submittal interactions with the customer, including questions, clarifications, contract negotiations, proposal debrief, and program start-up</li> </ul>
<b>Drafting the Executive Summary</b>	<ul style="list-style-type: none"> <li>- Work with sales to ensure the development of key elements of the Executive Summary</li> <li>- Use the draft Executive Summary as a briefing tool</li> <li>- Engage Senior Managers to review the draft Executive Summary</li> </ul>
<b>Price to Win</b>	<ul style="list-style-type: none"> <li>- Analyze the options for any price-capability trade-off and pricing alternatives</li> <li>- Analyze the customer's budget, funding profile, and acceptable price range</li> <li>- Analyze and estimate the lowest-cost, acceptably compliant solution</li> <li>- Analyze and estimate the capability-satisfied solution</li> <li>- Analyze and estimate the value-driven solution</li> <li>- Use analyses and estimation results to determine the Price-to-Win</li> <li>- Prepare, review and implement a win strategy that integrates solution and Price to Win</li> <li>- Differentiate and communicate cost, price and value</li> <li>- Develop should-costs early</li> <li>- Develop objective evidence and rationale to minimize negotiated price reductions that may be requested</li> </ul>
<b>Strategy</b>	<ul style="list-style-type: none"> <li>- Distinguish and apply 'strategy' at different phases of the business development process</li> <li>- Analyze the customer, the competitor and the organization capability using standard, universally understood, integrated and accepted tools</li> </ul>

Topic	Details
	<ul style="list-style-type: none"> <li>- Define a specific sales Opportunity Capture objective after the pursuit decision to better focus on that unique opportunity capture</li> <li>- Identify the customers buyers, and list their individual issues</li> <li>- Use consistent tools to arrive at a competitive solution that is aligned with the customer's issues and requirements</li> <li>- Develop a Bidder Comparison Chart to analyze how the customer organization perceives the organization versus the competitors in relation to key issues</li> <li>- Develop specific strategy statements that define specific actions, and show both what will be done and how it will be implemented</li> <li>- Develop specific value propositions for each customer stakeholder for the opportunity capture</li> <li>- Create a price to win strategy to drive the solution development</li> <li>- Use trade-offs to validate the opportunity capture approach and ghost the competition</li> <li>- Implement and manage the strategy action plans</li> </ul>
<b>Teaming</b>	<ul style="list-style-type: none"> <li>- Identify teaming partners early in the opportunity capture process</li> <li>- Develop selection criteria for teaming using the Bidders Comparison Chart to analyze potential teaming combinations</li> <li>- Negotiate a common vision as the basis for teaming and agree the written teaming agreement</li> <li>- Consult with customers and consider their preferences in team formation</li> <li>- Define each teaming partner's work share in a Work Breakdown Structure (WBS)</li> </ul>
<b>Presentations and Persuasive Communications</b>	<ul style="list-style-type: none"> <li>- Prepare a presentation schedule that includes all the activities required to develop messages,; prepare materials, rehearse and select a venue etc</li> <li>- Develop slides that are audience focused and compliment verbal messages rather than duplicate</li> <li>- Structure a presentation so that the key points are persuasive,</li> </ul>



Topic	Details
	<p>memorable and to which the customer can instantly relate</p> <ul style="list-style-type: none"> <li>- Create visuals that are appealing to the audience</li> <li>- Competently edit own and other's visuals to transform effectiveness</li> <li>- Use slide animations effectively to enhance delivery and aid communication</li> <li>- Develop accompanying handouts that enhance the audience experience and compliment the key messages</li> <li>- Give constructive feedback to improve the quality of the presentation materials and performance of others</li> <li>- Lead discussions to pre-empt and remove objections using appropriate techniques (objection handling)</li> </ul>
<b>Negotiation</b>	<ul style="list-style-type: none"> <li>- Lead the development of a negotiation strategy early</li> <li>- Research and use data from a range of sources to make robust fact-based decisions; make available choices clear and simple to stakeholders</li> <li>- Lead activity to prepare your negotiating range, and expected customer negotiation range.</li> <li>- Lead and manage buy-in and agreement on negotiation range with internal stakeholders prior to and during negotiations</li> <li>- Lead the activity to decide the opening position and the options that can be offered</li> <li>- Lead the negotiation team effectively; ensure each member is fully prepared for the negotiation; consistently secure positive outcome from the negotiation</li> <li>- Understand customer stakeholder's positions and bargaining power within negotiations</li> <li>- Adjust personal positions and style quickly if circumstances change favorably and unfavorably; win concessions without damaging stakeholder relationship</li> </ul>
<b>Self Leadership</b>	<ul style="list-style-type: none"> <li>- Interpret messages and give an appropriate response</li> <li>- Adapt to a variety of situations needs, and desired benefits and develop positioning approaches that leverage supportive factors and overcome/minimize barriers</li> <li>- Ensure that others buy in to teams' missions, goals, agenda,</li> </ul>

Topic	Details
	<p>tone, policy</p> <ul style="list-style-type: none"> <li>- Implement decisions/initiate action within a reasonable time</li> <li>- Enforce consequences and take action for poor performance</li> <li>- Adopt appropriate leadership style: responsible, ethical, accountable and decisive, balancing performance focus with people focus</li> <li>- Plan and adopt a flexible approach with others based on an understanding of their view point</li> </ul>
<b>Leading Others</b>	<ul style="list-style-type: none"> <li>- Identify and understand issues and opportunities and the resulting decisions and have the ability to effectively delegate the implementation of the required activities and responsibilities</li> <li>- Implement decisions/initiate action within a reasonable time</li> <li>- Include others in the decision making process, make the most appropriate decisions, and ensure buy in and understanding of those decisions.</li> <li>- Allocate decision making authority and/or task responsibility appropriately to maximize organization and individual effectiveness.</li> <li>- Read and use verbal and non-verbal cues to build rapport, correctly interpret messages and give the appropriate response</li> <li>- Ensure understanding and respect for cultural beliefs, language and values of others; avoids ethnocentrism and displays behaviors commensurate with that understanding</li> <li>- Compellingly articulate concepts/ideas, complex situations/problems clearly, simply and in a manner that gains support/buy-in</li> <li>- Objectively and continuously assess that team members have the right competencies</li> <li>- Objectively and continuously assess that team members have the right competencies</li> <li>- Form and lead complex teams (multi-cultural, multi- national, multi-time zone) across the organization and externally</li> <li>- Use an in-depth understanding of group interactions to achieve the desired outcome</li> <li>- Demonstrate expertise at conflict resolution, using a wide</li> </ul>

Topic	Details
	<p>range of formal and informal techniques</p> <ul style="list-style-type: none"> <li>- Adapt to rapid/last minute changes in circumstances</li> </ul>
<b>Internal and external stakeholder management</b>	<ul style="list-style-type: none"> <li>- Adapt an approach to satisfy customers in a manner that builds effective relationships check also</li> <li>- Communicate compellingly and concisely at the most senior levels, building “behind-the-scenes” support for ideas</li> <li>- Recognize and/or use ongoing power and political relationships within the organization (alliances, rivalries) with a clear sense of organizational impact</li> <li>- Build productive relationships with stakeholders at senior levels based on mutual trust and respect</li> <li>- Demonstrate effective influencing and negotiating skills at the most senior political levels to achieve sustainable long- term winwin-win (customer-supplier-system) outcomes</li> </ul>

## Broaden Your Knowledge with APMP CAP APMP Sample Questions:

### Question: 1

Why is selecting the right people for an opportunity capture team critical to success?

- a) It ensures that only senior executives make key decisions
- b) It helps align skills and expertise with capture strategy needs
- c) It minimizes the involvement of other departments
- d) It reduces the need for collaboration with external stakeholders

**Answer: b**

### Question: 2

What actions help address risks related to customer engagement?

(Select all that apply)

- a) Maintaining regular communication with key decision-makers
- b) Seeking clarification on unclear customer requirements
- c) Assuming that a lack of customer engagement means disinterest
- d) Adjusting capture strategies based on customer feedback

**Answer: a, b, d**

**Question: 3**

How can a capture team improve customer engagement throughout the opportunity lifecycle?

- a) By maintaining regular communication and providing updates
- b) By limiting contact until the proposal submission phase
- c) By only engaging the customer when issues arise
- d) By focusing solely on contract negotiation

**Answer: a**

**Question: 4**

Scenario: A bid support team member notices that the proposal does not fully comply with a key RFP requirement. The deadline is approaching. What should they do?

- a) Make an unapproved last-minute adjustment to the proposal
- b) Submit the proposal as-is and hope for leniency from the customer
- c) Ignore the compliance issue to avoid delaying submission
- d) Escalate the issue to the capture manager and suggest corrections

**Answer: d**

**Question: 5**

How can program support teams contribute to shaping the solution for an opportunity?

- a) By working independently from the capture team
- b) By focusing only on cost reduction without considering value
- c) By ensuring alignment with customer needs and feasibility of execution
- d) By overriding the capture team's strategic decisions

**Answer: c**

**Question: 6**

Which factor should be prioritized when setting SMART objectives for opportunity capture team members?

- a) Aligning objectives with the capture strategy and timelines
- b) Making objectives broad and general to allow flexibility
- c) Setting objectives that are only measurable internally
- d) Focusing solely on individual performance metrics

**Answer: a**

**Question: 7**

At what stage should bid support be engaged in the capture process?

- a) As early as possible to align with strategy and execution
- b) Only after the first draft of the proposal is completed
- c) Once the capture team finalizes the pricing strategy
- d) Only in the final review before submission

**Answer: a**

**Question: 8**

Scenario: During the competitive analysis phase, the team discovers that a rival company has strong technical expertise but weaker customer service. How should this insight be leveraged?

- a) Focus only on legal compliance rather than customer engagement
- b) Lower pricing drastically to make up for any perceived technical disadvantage
- c) Ignore the competitor's weakness and focus only on technical capabilities
- d) Emphasize superior customer support and relationship management in the proposal

**Answer: d**

**Question: 9**

Who are the key decision-makers involved in a gate review process?

- a) External vendors
- b) Senior leadership, capture managers, and business development teams
- c) The finance team only
- d) The sales team only

**Answer: b**

**Question: 10**

When should program support be engaged in the opportunity capture process?

- a) Only when risks are identified
- b) After contract negotiation begins
- c) Only after the proposal is submitted
- d) At the earliest stages to provide insights and refine strategies

**Answer: d**



## Avail the Study Guide to Pass APMP CAP APMP Capture Practitioner Exam:

- Find out about the CAP APMP syllabus topics. Visiting the official site offers an idea about the exam structure and other important study resources. Going through the syllabus topics help to plan the exam in an organized manner.
- Once you are done exploring the [CAP APMP syllabus](#), it is time to plan for studying and covering the syllabus topics from the core. Chalk out the best plan for yourself to cover each part of the syllabus in a hassle-free manner.
- A study schedule helps you to stay calm throughout your exam preparation. It should contain your materials and thoughts like study hours, number of topics for daily studying mentioned on it. The best bet to clear the exam is to follow your schedule rigorously.
- The candidate should not miss out on the scope to learn from the CAP APMP training. Joining the APMP provided training for CAP APMP exam helps a candidate to strengthen his practical knowledge base from the certification.
- Learning about the probable questions and gaining knowledge regarding the exam structure helps a lot. Go through the [CAP APMP sample questions](#) and boost your knowledge
- Make yourself a pro through online practicing the syllabus topics. CAP APMP practice tests would guide you on your strengths and weaknesses regarding the syllabus topics. Through rigorous practicing, you can improve the weaker sections too. Learn well about time management during exam and become confident gradually with practice tests.

## Career Benefits:

Passing the CAP APMP exam, helps a candidate to prosper highly in his career. Having the certification on the resume adds to the candidate's benefit and helps to get the best opportunities.

## Here Is the Trusted Practice Test for the CAP APMP Certification

ProcessExam.Com is here with all the necessary details regarding the CAP APMP exam. We provide authentic practice tests for the CAP APMP exam. What do you gain from these practice tests? You get to experience the real exam-like questions made by industry experts and get a scope to improve your performance in the actual exam. Rely on ProcessExam.Com for rigorous, unlimited two-month attempts on the [CAP APMP practice tests](https://www.processexam.com/apmp/apmp-capture-practitioner-level-certification-cap-apmp), and gradually build your confidence. Rigorous practice made many aspirants successful and made their journey easy towards grabbing the APMP Capture Practitioner-Level Certification (CAP APMP).

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