

ASSOCIATE CERTIFICATION LEARNING & OBJECTIVES

To support both learning and practice of our Toon Boom products (Harmony Advanced, Harmony Premium, and Storyboard Pro), we provide the following free online learning as well as clear objectives of what will be taught along the way.

TOON BOOM ASSOCIATE CERTIFICATION EXAM INFORMATION

EARNING YOUR INDUSTRY CERTIFICATION

The Toon Boom Associate Certification exam validates proficiency in industry-standard animation software. Upon successfully passing the assessment, candidates are awarded a **time-limited certificate and a digital badge**, officially issued by Toon Boom Animation. This documentation confirms the successful completion of the required written assessment and displays the **three-year validity date** of the certification.

Secure and proctored assessment

Proctoring plays a crucial role in maintaining the integrity and credibility of all Toon Boom Associate Certification exams. It ensures that all candidates are assessed under fair and consistent conditions, confirming that the results accurately reflect each individual's own knowledge and skills.

To ensure the integrity and validity of your certification, all Toon Boom Animation Certification exams are conducted in a strictly proctored environment and delivered online

through our authorized partner, **NOCTI**. While the district or school has the authority to assign proctors, they must not have a conflict of interest in administering the exam. Specifically, any proctor selected by the district or school may not be a teacher who directly instructs the student toward an industry certification exam and is therefore prohibited from proctoring that student's assessment.

Proctoring is available both on-site (school proctors) and remotely (via a vetted third-party service: Proctor 360. Additional fee applies). More information about the remote testing policy [here](#).

The following section outlines the responsibilities of proctors in both on-site and remote testing environments.

Academic institution proctoring:

- Verify the test taker's identity and confirm their student ID number.
- Provide the student with their user code and password for testing only after the student's identity has been confirmed.
- Provide general oversight of the candidate throughout the testing session, ensuring a secure testing environment. This includes preventing any form of academic dishonesty, such as giving or receiving assistance, using unauthorized materials, or consulting books or notes.
- Ensure cell phones and other electronic devices are turned off and away from the test-taker's workstation area.

Individual proctoring:

For individuals taking an exam remotely (not affiliated with a school or district), remote proctoring is a mandatory requirement. These sessions are scheduled directly through the NOCTI platform. It is the responsibility of the individual to ensure they have a stable internet connection, a functioning webcam, and a private, quiet space that meets all security and integrity standards for the duration of the exam.

Secure exam delivery:

To maintain the security of the assessment, exam questions are delivered in a secure and digital manner. As there are no physical materials involved, the exam content is not available to the proctor for any extended period of time beyond the duration of the test. Simultaneous usage of the Toon Boom software while completing the exam is not permitted. Exam questions are drawn from a large, randomized item bank to create a secure and varied testing experience, ensuring that no two students receive the same

exam. Students may attempt the exam up to three times within the same academic year and must observe a mandatory **21-day** waiting period between each attempt.

Assessment details and scoring

Scoring:

All written examinations required for the Toon Boom Associate Certification are scored automatically on the secure **NOCTI** platform. The scores are then analyzed by Toon Boom Animation, the certifying agency, to ensure consistent and accurate results. More information about accessing reports and recognition available [here](#).

Exam languages:

The certification exam is available in both English and Spanish.

Time limit:

A specific testing time limit has been established for all written assessments required to earn the industry certification:

- Standard testing time: 45 minutes
- **Extended testing time (for candidates with disabilities):** Time and half or double-time (90 minutes)

This time limit applies uniformly to all individuals seeking the certification, with the exception of necessary accommodations provided to candidates with disabilities—see Accommodations.

Passing score:

- 70% or 18/25 correct answers for the Storyboard Pro exam.
- 70% or 25/35 correct answers for the Harmony Premium and Harmony Advanced exams.

Question format:

- Exams are multiple-choice questions
- Questions are pulled from a large bank of questions and randomized to increase security.

Total questions:

- Harmony Premium and Advanced: 35
- Storyboard Pro: 25

Access and eligibility

The Toon Boom Associate Certification exam is available to academic candidates, working professionals, and non-academic candidates.

If you are not currently affiliated with an Academic school and are interested in taking the certification exam, you can access the exam via the Nocti Business Solutions portal at <https://portal.nocti.org/portalprogram/ToonBoom>.

Accommodations

Toon Boom and its authorized testing partner, **NOCTI**, are committed to providing accommodations that ensure students with disabilities have equitable access to testing alongside their peers. Candidates with documented needs (e.g., Individual Education Plans or 504 Plans) may receive reasonable accommodations as determined by the district or school, provided those accommodations are documented in the student's IEP or 504 Plan, and do not compromise the integrity of the certification exam. In accordance, the district or school may assign these accommodations at their discretion, without requiring approval or submission of any supporting documentation to Toon Boom. The following accommodations are available:

- Extended time: Authorized candidates may receive up to 90 minutes (time and a half or double time) to complete their exam, instead of the standard 45 minutes.
- Text-to-Speech (TTS): Authorized candidates can be provided with TTS. The test candidate should be provided with headphones and the system will read the question and answer choices as the candidate mouses over the text.

Exam registration process

The designated Site Coordinator is responsible for managing the testing program, which includes selecting the appropriate certification exams for students.

- Role Requirements: The Site Coordinator must hold an administrative, decision-making position (such as a Principal, CTE Coordinator, Dean, or Testing Coordinator). Please note that teachers cannot serve as the Site Coordinator.
- Institutional Ordering: Schools and districts manage their certification programs directly through NOCTI's Client Services Center. Orders are placed through this portal, where the Site Coordinator can also oversee test administration and access reports.
- Individual Registration: Individuals not associated with a school may purchase certification exams directly through the Nocti Business Solutions portal. These individual

registrations do not require validation or approval from a teacher.

- Testing Accommodations: The Site Coordinator is responsible for ensuring that all approved testing accommodations (such as extended time or text-to-speech) are properly applied and followed according to NOCTI's guidelines. For more information on eligibility and support, please refer to the Access and Eligibility section.

Learning objectives

The exams contain 1 to 2 questions per learning objective. Study material can be found on the free Toon Boom Learn portal and the StartingPoint courseware.

Harmony Premium

<https://learn.toonboom.com/journeys/certification-exam-preparation-premium>

ID	Category	Objective
SHA.01.0	History of Animation	Identify the key moments in the history and development of the animation industry.
SHA.02.0	Animation Techniques	Assess and recommend different animation techniques based on style, requirements, and advantages.
SHA.03.0	Animation Principles	Analyze, assess, and identify the animation principles and how to apply them when animating.
SHA.04.0	Animation Pipeline	Deconstruct the animation pipeline and identify the roles involved in the process.
SHA.05.0	Efficiency and Organization	Apply critical thinking to organize thoughts, ideas, assets, working files, and deliverables.
SHA.06.0	Project Creation	Demonstrate the ability to create and set up a project file fitting the final output requirements.
SHA.07.0	Interface Navigation	Demonstrate ability to navigate and customize the user interface to optimize work efficiency.
SHA.08.0	Drawing Tools	Demonstrate ability to use drawing tools in vector environments to create artwork suited for all steps in the project.

ID	Category	Objective
SHA.09.0	Bitmap Drawing	Demonstrate ability to use drawing tools in a bitmap environment.
SHA.10.0	Design	Apply artistic skills and processes to create a variety of character and prop designs fitting a consistent style.
SHA.11.0	Layout	Apply technical and artistic skills and processes to create location design and background layouts with perspective.
SHA.12.0	Layers	Demonstrate ability to create and organize layers based on ordering rules and type.
SHA.13.0	Paperless Animation	Apply artistic skills and processes to create frame-by-frame paperless animations based on the animation principles.
SHA.14.0	Timing and Drawing Exposure	Demonstrate ability to adjust animation timing and drawing exposure.
SHA.15.0	Visual Reference Tools	Identify essential visual reference tools and their purpose in a production context.
SHA.16.0	Colour Styling	Analyze mood requirements and apply artistic skills to create colour schemes.
SHA.17.0	Colour Palettes	Apply technical skills to create and structure colour palettes.
SHA.18.0	Painting	Apply technical skills to paint frame-by-frame paperless animation with efficiency.
SHA.19.0	Rigging	Understand the fundamental rigging concepts as well as apply critical thinking and problem-solving skills to breakdown and rig characters to be animatable.
SHA.20.0	Cut-out Animation	Apply artistic and technical skills to create coherent and believable cut-out animation based on the animation principles.

ID	Category	Objective
SHA.21.0	Library and Templates	Demonstrate the ability to structure and share assets through a library.
SHA.22.0	Lip-Sync	Demonstrate the ability to animate characters and mouths synchronized with dialog, action, and mood.
SHA.23.0	Sound	Demonstrate the ability to import, time, and edit sound.
SHA.24.0	Import	Demonstrate the ability to import third-party images and integrate them into a project.
SHA.25.0	Staging	Apply technical skills to position elements on the stage and build a composition.
SHA.26.0	Keyframes and Motion	Identify and understand the various components and parameters involved in computer-generated trajectories.
SHA.27.0	Camera Move	Demonstrate ability to position and animate a camera on a stage in a 2D and 3D environment.
SHA.28.0	Playback	Understand the concept of playback range, loops, and frame rate.
SHA.29.0	Compositing and Effects	Apply technical skills to composite scenes, bring elements together, light the components, and add effects.
SHA.30.0	Node System	Understand the nodal system purpose, flow and how to troubleshoot it.
SHA.31.0	3D Space	Understand 3D spatial staging and element positioning.
SHA.32.0	Exporting	Demonstrate ability to export a project to share it with others.

Harmony Advanced

<https://learn.toonboom.com/journeys/certification-exam-preparation-harmony-advanced>

ID	Category	Objective
SHA.01.0	History of Animation	Identify the key moments in the history and development of the animation industry.
SHA.02.0	Animation Techniques	Assess and recommend different animation techniques based on style, requirements, and advantages.
SHA.03.0	Animation Principles	Analyze, assess, and identify the animation principles and how to apply them when animating.
SHA.04.0	Animation Pipeline	Deconstruct the animation pipeline and identify the roles involved in the process.
SHA.05.0	Efficiency and Organization	Apply critical thinking to organize thoughts, ideas, assets, working files, and deliverable.
SHA.06.0	Project Creation	Demonstrate the ability to create and set up a project file fitting the final output requirements.
SHA.07.0	Interface Navigation	Demonstrate ability to navigate and customize the user interface to optimize work efficiency.
SHA.08.0	Drawing Tools	Demonstrate ability to use drawing tools in vector environments to create artwork suited for all steps in the project.
SHA.09.A	Bitmap Drawing	Demonstrate ability to use create illustrations and sketch in a bitmap environment.
SHA.10.0	Design	Apply artistic skills and processes to create a variety of character and prop designs fitting a consistent style.
SHA.11.A	Layout	Apply artistic skills and design background layouts using guide tools.
SHA.12.A	Layers	Demonstrate ability to create layers and organize a timeline.
SHA.13.A	Paperless Animation	Apply the 12 principles of animation to create traditional animation from key animation to clean.

ID	Category	Objective
SHA.14.A	Timing and Drawing Exposure	Use critical thinking to apply the timing animation principle to adjust animation rhythm as well as comedic timing.
SHA.15.A	Visual Reference Tools	Make use of all visual reference tools as well as shift and trace animation to create animation interpolation and clean-up.
SHA.16.0	Colour Styling	Analyze mood requirements and apply artistic skills to create colour schemes.
SHA.17.0	Colour Palettes	Apply technical skills to create and structure colour palettes.
SHA.18.A	Painting	Apply technical skills to paint frame-by-frame paperless animation using colour models, colour ambiance palettes, and textures.
SHA.21.A	Library and Templates	Demonstrate the ability to save assets in a library for reuse possibilities.
SHA.22.A	Lip-Sync	Demonstrate the ability to breakdown sound animate mouths synchronized with dialog, action, and mood and make use of automated assistance tools.
SHA.23.0	Sound	Demonstrate the ability to import, time, and edit sound.
SHA.24.0	Import	Demonstrate the ability to import third-party images and integrate them into a project.
SHA.25.A	Staging	Apply technical skills to stage elements using a linear timeline.
SHA.26.0	Keyframes and Motion	Identify and understand the various components and parameters involved in computer-generated trajectories.
SHA.27.A	Camera Move	Demonstrate ability to position and animate a camera on a stage in a 2D environment.

ID	Category	Objective
SHA.28.0	Playback	Understand the concept of playback range, loops, and frame rate.
SHA.29.A	Compositing and Effects	Apply technical skills to light the components and add effects using a linear timeline.
SHA.31.0	3D Space	Understand 3D spatial staging and element positioning.
SHA.32.0	Exporting	Demonstrate ability to export a project to share it with others.

Storyboard Pro

<https://learn.toonboom.com/journeys/certification-exam-preparation-storyboard-pro>

ID	Category	Objective
SSA.01.0	Efficiency and Organization	Apply critical thinking to organize thoughts, ideas, assets, working files, and deliverable.
SSA.02.0	Project Creation	Demonstrate ability to create and set up a project file fitting the final output requirements.
SSA.03.0	Interface Navigation	Demonstrate ability to navigate and customize the user interface to optimize work efficiency.
SSA.04.0	Storyboarding	Apply artistic skills and processes to create storyboard panels communicating ideas and concepts clearly.
SSA.05.0	Captions and Script	Analyze a script to break it down into visual scenes and populate captions based on key moments, actions, and type.
SSA.06.0	Drawing Tools	Demonstrate ability to use drawing tools in vector environments to create artwork suited for all steps in the project.

ID	Category	Objective
SSA.07.0	Bitmap Drawing	Demonstrate ability to use drawing tools in bitmap environments.
SSA.08.0	Layout	Apply technical and artistic skills and processes to create location design and background layouts with perspective.
SSA.09.0	Layers	Demonstrate ability to create and organize layers based on ordering rules and type.
SSA.10.0	Panel and Scene Manipulation	Demonstrate ability to create and organize panels in a structure fitting the script and actions.
SSA.11.0	Handling Artwork on Multiple Panels	Understand the purpose of manipulating artwork on multiple panels simultaneously and demonstrate the ability to execute the operation.
SSA.12.0	Visual Reference Tools	Identify essential visual reference tools and their purpose in a production context.
SSA.13.0	Sharing and Libraries	Demonstrate the ability to share assets through a library and between panels.
SSA.14.0	Colour	Use judgment and critical thinking to apply colour to a storyboard highlighting key elements as well as generating mattes and shading.
SSA.15.0	Timing	Use creativity, critical thinking, and problem solving skills to time scenes and action to create a coherent and well rythmed story.
SSA.16.0	Import	Demonstrate the ability to import third-party images and integrate them a project.
SSA.17.0	Staging	Apply technical skills to position elements on the stage and build a composition.
SSA.18.0	Keyframes and Motion	Create layer motion using keyframes to plan scenes and enhance the storytelling clarity.

ID	Category	Objective
SSA.19.0	Camera Move	Demonstrate ability to position and animate a camera on a stage in a 2D and 3D environment.
SSA.20.0	3D Space	Understand 3D space and spatial reasoning to manipulate and stage 3D objects and 2D planes in a 3D environment.
SSA.21.0	Sound	Demonstrate the ability to import, time, and edit sound.
SSA.22.0	Basic Effects	Apply artistic and technical skills to add basic blur effects to layers to enhance motions and composition.
SSA.23.0	Exporting	Demonstrate ability to export a project as print and video media to share it with others.

Publicly available documentation

As the certifying agency, Toon Boom provides comprehensive and publicly available documentation related to the standards and requirements of our certification. This information is downloadable below. Additional information can also be accessed through the following links:

- Toon Boom Help Centre: <https://helpcentre.toonboom.com/hc/en-ca/categories/39971355108755>
- NOCTI resources: <https://nocti.helpdocsite.com/>

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