



EMERGING GREEN BUILDERS  
OF ORANGE COUNTY

Emerging Green Builders of Orange County

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# LEED Study Guide

## Introduction

Welcome to Version 1.0 of the Emerging Green Builder's of Orange County LEED Study Guide.

The goal of the Guide is to aid in preparation for the LEED exam and to educate professionals in becoming more knowledgeable about the sustainable building industry. In addition to preparing for the exam, we hope this will serve as a starting point for understanding the LEED Rating System and as a means to share information with our peers. This is part of a continuing effort by the EGB-OC and USGBC-OC to provide educational material and resources for our community.

The Study Guide is intended to provide references on how to study, what to study, and where to get information for the LEED exam. Website links are provided as reference points for exploration into each topic. Also provided is a compiled list of study tips which delineate an outlined approach for studying and general information regarding the exam.

We welcome any feedback or additional resources.

Please email [egb@usgbc-oc.org](mailto:egb@usgbc-oc.org) with comments or questions. Good Luck!

## Liability Disclosure

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## About the Exam

- The LEED NC 2.2 Exam is a computer based, 80 multiple-choice question exam and is scored on a scale from 125-200, with 170 as the passing score.
- Time frame for completion is 2 hours.
- You are given only a paper and pencil to use during the test.
- You can “mark” questions you do not know and come back to them at the end of the exam.
- A summary is given at the end with opportunity to review your answers.
- Your score is available immediately after the exam, and you can retake the exam as many times as you like.

## Exam Content Areas

- Knowledge of LEED credit Intents and Requirements
- Coordinate Project and Team
- Actual Implementation of LEED process
- Verify, Participate In, and Perform Technical Analyses Required for LEED credits

## During Exam

- Take your time and read each question carefully, make sure you understand each question.
- During the computer tutorial (about 10 minutes), write down memorized information (percentages, prerequisites, reference standards, etc.).
- If unsure about your answer(s), guess or skip and “mark” the question for review at the end.
- At the end, review “marked” questions and as many others as time will allow.

## Pre-requisites for Studying

- Register with the USGBC website. This gives you access to additional information.
- Purchase copy of up-to-date LEED Reference Guide.
- Download copy of the abbreviated Reference Guide.
- Download copy of LEED Candidate Handbook.
- Download the LEED-NC, EB, or CI checklist from USGBC (excel format). and use this as a basis to make your own study sheet.
- Purchase or make study flash cards.
- Review the ARE LEED forum.
- Purchase or download various practice exams with answers.
- Find a local study group.
- Register for a local LEED workshop.
- Schedule the exam. This gives you a specific date and forces you to study.

## General Study Tips

- Read the Reference Guide and know credits and prerequisites inside and out.
- What is the intent of each point?
- What are the requirements of each point?
- What are the referenced standards (if applicable)?
- What are some of the strategies for each point?
- What supporting documents are required for each point?
- Review definitions at the end of the Reference guide.
- Memorize reference standards and understand application.
- Understand letter templates.
- Who submits the letter template and documentation?
- Review material from USGBC website.
- Learn how and when to register a project.
- Process to certify a building including steps to take.
- How are fees calculated?
- Learn CIR process.
- Take practice exams and check your progress.

## USGBC General Sources

LEED Candidate Handbook:

[www.gbci.org/ShowFile.aspx?DocumentID=3562](http://www.gbci.org/ShowFile.aspx?DocumentID=3562)  
Answers most questions you should have about exam

What is LEED:

[www.usgbc.org/DisplayPage.aspx?CMSPageID=222](http://www.usgbc.org/DisplayPage.aspx?CMSPageID=222)

LEED FAQ:

[www.gbci.org/DisplayPage.aspx?CMSPageID=35](http://www.gbci.org/DisplayPage.aspx?CMSPageID=35)

Exam Registration:

[www.gbci.org/Login.aspx?REFERRER=/myUSGBC/Accreditation/ApplyForExam.aspx](http://www.gbci.org/Login.aspx?REFERRER=/myUSGBC/Accreditation/ApplyForExam.aspx)

LEED Test Site Search

[www.prometric.com/GBCI/default.htm](http://www.prometric.com/GBCI/default.htm)

LEED Project Certification:

[www.usgbc.org/DisplayPage.aspx?CMSPageID=64](http://www.usgbc.org/DisplayPage.aspx?CMSPageID=64)

LEED Certification:

[www.usgbc.org/DisplayPage.aspx?CMSPageID=1497](http://www.usgbc.org/DisplayPage.aspx?CMSPageID=1497)

Professional Accreditation:

[www.usgbc.org/DisplayPage.aspx?CMSPageID=1584](http://www.usgbc.org/DisplayPage.aspx?CMSPageID=1584)

LEED Workshop Registration:

[www.usgbc.org/Workshops/Workshoplist.aspx](http://www.usgbc.org/Workshops/Workshoplist.aspx)

LEED Online:

<http://leedonline.usgbc.org/Login.aspx>

LEED Accredited Professionals Directory:

[www.usgbc.org/LEED/AP/ViewAll.aspx?CMSPageID=1585](http://www.usgbc.org/LEED/AP/ViewAll.aspx?CMSPageID=1585)

USGBC Membership:

[www.usgbc.org/DisplayPage.aspx?CategoryID=2](http://www.usgbc.org/DisplayPage.aspx?CategoryID=2)

[www.usgbc.org/Login.aspx?REFERRER=/Store/CompanyRegistration.aspx](http://www.usgbc.org/Login.aspx?REFERRER=/Store/CompanyRegistration.aspx)

USGBC Publications:

[www.usgbc.org/Store/PublicationsList.aspx?CMSPageID=1518](http://www.usgbc.org/Store/PublicationsList.aspx?CMSPageID=1518)

## USGBC Study Resources

Exam preparation

[www.usgbc.org/DisplayPage.aspx?CMSPageID=1562](http://www.usgbc.org/DisplayPage.aspx?CMSPageID=1562)

LEED-NC, EB, CI online reference guide

[www.usgbc.org/DisplayPage.aspx?CMSPageID=174&](http://www.usgbc.org/DisplayPage.aspx?CMSPageID=174&)

- [LEED welcome packet](#)
- [Letter templates](#)
- [LEED calculator](#)
- [Sample documentation- EA credit 1](#)

LEED-NC v. 2.2 Abbreviated Reference Guide

[www.usgbc.org/ShowFile.aspx?DocumentID=1095](http://www.usgbc.org/ShowFile.aspx?DocumentID=1095)

LEED-NC v. 2.1 Checklist (excel)

[www.usgbc.org/Docs/LEEDdocs/LEED-NC\\_checklist-v2.1.xls](http://www.usgbc.org/Docs/LEEDdocs/LEED-NC_checklist-v2.1.xls)

Test specification and example questions

[www.usgbc.org/ShowFile.aspx?DocumentID=3178](http://www.usgbc.org/ShowFile.aspx?DocumentID=3178)

LEED Frequently Asked Questions

[www.usgbc.org/ShowFile.aspx?DocumentID=3330](http://www.usgbc.org/ShowFile.aspx?DocumentID=3330)

LEED Project Registration, certification Process, and fee structure

[www.usgbc.org/DisplayPage.aspx?CMSPageID=65](http://www.usgbc.org/DisplayPage.aspx?CMSPageID=65)

Credit Interpretation Rulings

[www.usgbc.org/DisplayPage.aspx?CMSPageID=168](http://www.usgbc.org/DisplayPage.aspx?CMSPageID=168)

LEED Online Sample Credit Templates

[www.usgbc.org/DisplayPage.aspx?CMSPageID=1447](http://www.usgbc.org/DisplayPage.aspx?CMSPageID=1447)

LEED-NC, LEED-CS and California Title 24-2005

[www.usgbc.org/ShowFile.aspx?DocumentID=2255](http://www.usgbc.org/ShowFile.aspx?DocumentID=2255)

Guide on Innovation and Design Credits

[www.usgbc.org/Docs/LEEDdocs/IDcredit\\_guidance\\_final.pdf](http://www.usgbc.org/Docs/LEEDdocs/IDcredit_guidance_final.pdf)

Who Can be a Commissioning Authority

[www.usgbc.org/ShowFile.aspx?DocumentID=1262](http://www.usgbc.org/ShowFile.aspx?DocumentID=1262)

Sustainable Building Technical Manual

[www.usgbc.org/Docs/SBTM/sbt.pdf](http://www.usgbc.org/Docs/SBTM/sbt.pdf)

## Miscellaneous Web Resources

### ARE Forum

[www.areforum.org/forums/forum12](http://www.areforum.org/forums/forum12)

- Public forum for posting questions and answers to LEED.
- One of best LEED study options

### Prof. Harvey Bryan's Free Practice Exam

Request by email: [harvey.bryan@asu.edu](mailto:harvey.bryan@asu.edu)

### LEEDstudy.com

[www.leadstudy.com](http://www.leadstudy.com)

- Summarizes reference guide into 28 pages
- Offers (2) study guides through pdfs

### Cascadia Regional Green Building Council

[www.cascadiagbc.org/resources/leedap-study-materials](http://www.cascadiagbc.org/resources/leedap-study-materials)

- LEED-NC Version 2.2 "Flash Cards"
- Brightworks LEED 2.1 - 2.2 Comparison and Overview Powerpoint
- Brightworks LEED-ON-LINE Introduction and Overview

### Colorado Chapter USGBC

[www.usgbccolorado.com/resources/leed-studyguide.html](http://www.usgbccolorado.com/resources/leed-studyguide.html)

- LEED-NC version 2.2 Professional Accreditation Study Guide Practice Exam and EB & CI Quiz Questions

### Professional Publications, Inc.

<http://ppi2pass.com/ppi/PPIShop?ct=LEED>

- LEED study guides and practice exams