

# Benchling Certification Guide

Benchling Learning Labs



# Table of contents

---

<b>Certification overview</b>	<b>2</b>
About the exams	2
Certification pricing	3
Certification validity	3
Accommodations	3
Retake policy	4
Refund policy	4
Support	4
<b>Practitioner certifications</b>	<b>5</b>
Foundational Practitioner certification	5
Written exam	5
Practical exam	5
<b>Administrator certifications</b>	<b>6</b>
Foundational Administrator certification	6
Written exam	6
Practical exam	6
<b>Developer certifications</b>	<b>7</b>
Foundational Developer certification	7
Written exam	7
Practical exam	7



# Certification overview

We are excited that you are interested in becoming Benchling certified!

Benchling certifications are designed to test the knowledge and skills needed to use, maintain, and administer the Benchling R&D Cloud. This includes how to use Benchling to create a more pleasant and productive platform experience for yourself and your organization.

By getting certified, you can demonstrate that you have extensive knowledge of the Benchling platform, and boost your career profile with role-specific learning plans.

Once you earn your certification through Benchling Learning Labs, you can showcase your new certification on your resume, LinkedIn, and more!

## About the exams

---

Our virtual, video-proctored certification exams provide candidates with the opportunity to demonstrate their knowledge and expertise on Benchling products and features.

Benchling certifications may consist of two parts: a written exam and a practical exam. Written exams consist of multiple choice, multiple select, and interactive questions. Practical exams consist of in-platform activities to apply your Benchling product knowledge. You must pass both parts to earn your Benchling certification. Refer to the respective Benchling certification section to learn more about exam details and timing.

The following guidelines apply to both written and practical exams:

- **Use of study aids:** Study aids are prohibited during exam attempts. This includes hard copy or online materials unless otherwise provided as part of the exam.
- **Video-proctored:** Exams are proctored by Proctorio and require a computer with a webcam. You are required to download the Proctorio plug-in prior to attempting the exam. The video recording improves test integrity while giving you the flexibility to take the exam from anywhere with a stable internet connection. You will also be required to provide a photo ID with your name and picture for verification. *Please check in with your IT Department to ensure download of this extension is in compliance with your organization's IT policy.*
- **Prerequisites:** There are no prerequisites, although we recommend that you take the associated certification learning plan to deepen your knowledge and efficiently prepare for the exam.
- **Languages available:** English

We recommend taking the exam when you can be alone in a quiet, well lit room that is free of distractions.



## Certification pricing

---

Pricing for Benchling certifications is as follows:

Certification	Price
<b>Initial attempt</b> (one attempt each for the full certification exam)	\$230
<b>Retake attempt</b> (one additional retake attempt for a single exam component, either written or practical exam)	\$90

You have 14 days from the date of purchase to successfully pass the exam to earn your certification.

There are two ways to purchase certification exams:

1. You can purchase a Success Package, which includes a set number of certification exams that users can redeem using a provided voucher code. Please reach out to your Customer Success Manager or Account Executive for more information.
2. You can purchase on your own using Stripe payment processing. Visa, Mastercard, and American Express debit and credit cards are accepted.

## Certification validity

---

Certifications are valid for one year from the date that you become certified. To maintain your certification, you will be required to successfully meet the recertification requirements, which may include retaking the most current version of the certification exam and paying the applicable fee. If you fail to meet the recertification requirements prior to your certification expiration date, your credential will expire.

After earning a Benchling certification, you will receive an email from Credly, our badging platform. This email from Credly will direct you to accepting your credential, as well as provide you with different options to view and share your badge.

## Accommodations

---

If you require any accommodations for your exam, please reach out to [learninglabs@benchling.com](mailto:learninglabs@benchling.com) for support.



## Retake policy

---

The cost for additional exam attempts is subject to retake certification pricing. Candidates are strongly encouraged to review the associated certification learning plan prior to reattempting the exam.

Retake exams follow the same expiration guidelines as outlined in [About the exams](#).

If you fail your third exam attempt, please contact [learninglabs@benchling.com](mailto:learninglabs@benchling.com) to determine next steps.

### Retake exemptions

If you experienced any of the following issues during your exam, please reach out to Benchling Learning Labs to reschedule your exam:

- Technical issues
- Internet connectivity issues
- Hardware or software issues

Exemptions will be offered at the discretion of the Benchling Learning Labs team and be confirmed with the proctoring software.

## Refund policy

---

Benchling does not offer any refunds on certification exams.

## Support

---

If you encounter any technical issues or difficulties during any point of the exam process, please reach out to [learninglabs@benchling.com](mailto:learninglabs@benchling.com) for support.



# Practitioner certifications

Practitioner certifications demonstrate that a user can navigate the Benchling platform and applications as part of day-to-day responsibilities.

Currently, Benchling Learning Labs offers one practitioner certification that assesses skills in the following domains:

- **Foundational Practitioner:** Overview of Benchling's Notebook, Molecular Biology, Registry, Inventory, and Insights applications

## Foundational Practitioner certification

---

To become certified as a Benchling Foundational Practitioner, you must demonstrate the knowledge and skills necessary to navigate the Benchling platform and core applications. Specifically, you should be proficient in navigating and using the Benchling Notebook, Registry, Inventory, and Insights applications. You should additionally know how to navigate and identify tools and features in the Molecular Biology Suite.

We recommend that you have at least one to two months of in-platform experience using Benchling prior to attempting the certification exam.

This certification exam is designed to verify the proficiency of Foundational Practitioners. We recommend that you have a moderate level of familiarity with the courses covered in the Foundational Practitioner learning plan, including:

- Benchling Orientation and Navigation
- How to Use the Notebook
- How to Use the Molecular Biology Suite
- How to Use the Registry
- How to Use the Inventory
- How to Use the Results
- How to Use Insights

### Written exam

- **Format:** 30 multiple choice / multiple select / interactive questions
- **Time allotted:** 45 minutes
- **Passing score:** 80%

### Practical exam

- **Format:** In-platform navigation and application activities
- **Time allotted:** 75 minutes
- **Passing score:** 80%



# Administrator certifications

Administrator certifications demonstrate that a user is able to configure the Benchling platform and its applications as part of day-to-day responsibilities. Administrators can manage user access and permissions, as well as configure and maintain Benchling schemas as part of their organization's data model.

Currently, Benchling Learning Labs offers one administrator certification that assesses skills in the following domains:

- **Foundational Administrator:** Configuration of Notebook entry templates, Registry schemas, Inventory schemas, Results schemas, and user/permission management

## Foundational Administrator certification

---

To become certified as Benchling Foundational Administrator, you must demonstrate the knowledge and skills necessary to configure and maintain the Benchling platform and its core applications. Specifically, you should be proficient in configuring Notebook entries, Registry schemas, Result schemas, Inventory schemas, maintaining user access and permissions, in addition to being familiar with other administrative features. You should know how to configure and maintain tools and features across applications and tailor the platform for use by other Benchling practitioners.

We recommend that you have at least one to two months of in-platform experience as a Benchling administrator prior to attempting the certification exam.

This certification exam is designed to verify proficiency of Benchling administrators. We recommend that you have a moderate level of familiarity with the courses covered in the Foundational Administrator learning plan, including:

- Administrator Roles & Permissions
- How to Configure the Registry
- How to Configure the Inventory
- How to Configure Results
- How to Configure Notebook Entry Templates and Collections
- How to Configure Insights
- How to Configure Access Policies
- Inspecting Audit Trails

### Written exam

- **Format:** 30 multiple choice / multiple select / interactive questions
- **Time allotted:** 45 minutes
- **Passing score:** 80%

### Practical exam

- **Format:** In-platform navigation and application activities
- **Time allotted:** 75 minutes
- **Passing score:** 80%



# Developer certifications

Developer certifications demonstrate that a user is able to build on the Benchling platform and its applications as part of day-to-day responsibilities. Developers can utilize Benchling developer tools to automate and/or integrate various systems and instruments. While developers have knowledge of the Benchling platform and applications, they are not expected to maintain a tenant's data model and tenant configuration.

Currently, Benchling Learning Labs offers one developer certification that assesses skills in the following domains:

- **Foundational Developer:** Benchling's Developer Platform, including: Benchling's API, Python SDK, Events Service, Data Warehouse, and Benchling Apps.

## Foundational Developer certification

---

To become certified as Benchling Foundational Developer, you must demonstrate the knowledge and skills necessary to programmatically interact with Benchling and effectively utilize all Developer Platform interfaces. Specifically, you should be proficient in navigating and using Benchling's API and/or Python SDK, Events Service, Data Warehouse, and Benchling Apps.

We recommend that you have at least one to two months of experience using Benchling developer tools prior to attempting the certification exam.

This certification exam is designed to verify proficiency of Benchling developers. We recommend that you have a moderate level of familiarity with the courses covered in the Foundational Developer learning plan, including:

- Developer Platform Fundamentals
- Interacting with Benchling's API
- Events-driven Integrations
- Python Development with the Benchling SDK

### Written exam

- **Format:** 30 multiple choice / multiple select / interactive questions
- **Time allotted:** 45 minutes
- **Passing score:** 80%

### Practical exam

- **Format:** In-platform navigation and application activities
- **Time allotted:** 90 minutes
- **Passing score:** 75%

