

A free, 25-page preparation workbook

A practical plan for your next certification

Choose a useful credential, study with a purpose, and budget before you book. This workbook combines short guidance with space to think, schedule and review. It is an independent planning resource, not a complete course or an official exam guide.

My target certification

The work I want to do better

My next review date

[START HERE](#)

How to use this workbook

Work through pages 3-8 to choose a direction and map your gaps. Use pages 9-17 during study. Pages 18-22 help you budget and arrange the exam. Finish with the reflection on page 23. Sources are on page 25. Print just the worksheets you need, and repeat them as your plan changes. A suggested sequence is not a fixed preparation timeline or a pass prediction.

This week I will complete these pages

Time I can realistically set aside

One thing I will stop doing to make room

CHOOSE A DIRECTION

Start with the work

Write down tasks you want to understand or perform. A certification should support those tasks.

Distinguish business conversations from hands-on operations and architecture decisions. A discounted exam that does not fit your goal can still waste time and money. Choose a practical outcome that you can demonstrate independently of passing a test.

A responsibility I want to handle

A project where this knowledge would help

How I will demonstrate useful learning

SELF-ASSESSMENT

Take stock of your experience

Describe your experience using concrete examples. Recognizing service names is different from configuring a service, explaining its trade-offs, or solving a problem with it. Experience in another cloud can help, but verify Google-specific behavior. Use this page to identify where you need vocabulary, structured study, or practical work. This is reflection, not a validated readiness score.

Something I can explain without notes

Something I have done hands-on

Something I recognize but cannot yet explain

CLOUD DIGITAL LEADER

A broad cloud foundation

Consider Cloud Digital Leader when you need a broad vocabulary for cloud and business decisions. Read the current official objectives and connect each to a real organizational question. Foundational does not mean effortless: unfamiliar concepts still need deliberate practice. Taking this exam is optional before technical certifications; do not buy it only because it appears first in a catalog.

A business question cloud could help answer

The trade-off I need to explain

An objective I need to study next

GENERATIVE AI LEADER

An AI-focused business path

Consider Generative AI Leader when your work involves assessing AI opportunities and adoption. As an original exercise, propose an internal assistant for a fictional team. Define its purpose, the information it needs, a way to evaluate answers and a situation that needs human review. Use the official guide to decide which concepts need deeper study.

The business problem, in one sentence

Evidence that the proposed solution is useful

A failure mode and a review step

ENGINEERING AND ARCHITECTURE

A technical path needs practice

For deploying and operating workloads, explore Associate Cloud Engineer. For designing systems and evaluating architectural trade-offs, explore Professional Cloud Architect. Check each official page for recommended experience. There is no mandatory ladder through these exams. A beginner can study foundational concepts without paying for a foundational credential first.

A practical task I will learn

A safe exercise environment and spending limit

The evidence I need before targeting a technical exam

COVERAGE WORKSHEET

Map the official objectives

Use the current exam guide as your checklist. For each objective, note whether you can explain it, apply it, or need to learn it. Do not let a course playlist become your only coverage map. Date the guide you used and revisit the map when scope changes. Add more copies of this page for additional domains.

Guide URL and version/date

Objective and what I can explain today

Gap, source to consult and next action

TIME WORKSHEET

Make a sustainable schedule

Count the study time you can actually protect, including review. Prefer a repeatable routine to a large commitment you cannot maintain. Leave room for missed sessions and work demands. Set a review date before setting a non-refundable deadline. If major gaps remain, extend preparation rather than relying on a reassuring score alone.

My available study windows

My backup window if I miss a session

What I will review at the end of the week

ADAPT THE PACE

A four-week planning template

Week 1: map objectives and identify gaps. Week 2: study distinctions and explain why alternatives differ. Week 3: mix topics and revisit earlier mistakes. Week 4: check coverage and rehearse under appropriate conditions. This is an editable routine, not a claim that four weeks is enough. Some learners need substantially more experience and time.

Weeks 1-2: priorities and time available

Weeks 3-4: priorities and review dates

Reasons I would extend the schedule

STUDY METHOD

Retrieve before rereading

Start a session by explaining a concept without notes. Then consult a reliable source and correct your explanation. Retrieval-practice research supports testing as a learning activity; it does not validate any particular commercial question bank. Combine questions with feedback, source reading and relevant hands-on work. Avoid treating recognition of familiar answers as transferable understanding.

A concept I will explain from memory

What my explanation missed

A new example where the distinction matters

REVIEW PLAN

Space the return visit

After correcting a gap, revisit it in a later session. The exact interval can depend on your schedule and how well you recall the idea. Mix older and newer topics so the question type is not always predictable. Try a different scenario rather than immediately repeating the same item until its answer feels familiar.

Topic and first review date

Later review date and recall result

A different scenario to try next

REPEATABLE WORKSHEET

Keep a compact error log

Record your reasoning before reading the explanation. Label the problem: unfamiliar concept, confused alternatives, missed constraint, unsupported assumption or guess. Summarize the corrected decision rule in your own words. Link to supporting documentation. Do not copy whole question banks or collect recalled official questions.

Topic and my original reasoning

Missed constraint and corrected distinction

Source link and next review date

REASONING EXERCISE

Learn from the distractor

For a practice item, identify the most tempting wrong option and the requirement it fails. Then change one requirement in a scenario you invent. Would that alternative become reasonable? A correct click without a sound explanation still deserves review. If an explanation appears ambiguous, check its cited source and report a specific issue.

The decisive requirement

Why the closest alternative does not meet it

A changed requirement that changes the decision

INTERPRET YOUR RESULTS

Separate new and repeated questions

Record whether an attempt used unseen questions or familiar ones, whether it was timed, and whether you consulted notes. A 20-question score changes by five percentage points for each answer; small samples are limited evidence. A repeated score can reflect memory of the set. Neither is a reliable personal probability of passing the official exam.

Attempt conditions and prior exposure

Topics needing review despite a correct answer

What fresh evidence I will gather next

TIMED PRACTICE

Rehearse deliberately

Use timed work to learn about pacing and attention, and untimed work to understand explanations. Match a rehearsal to the current official format only when you have suitable full-length material. Our free diagnostic is not a full-format mock. After a rehearsal, review both knowledge gaps and process issues, such as overlooking a constraint when rushing.

The pacing issue I noticed

A knowledge gap to address separately

One adjustment for the next rehearsal

DOCUMENTATION AND LABS

Read, try, explain

Choose a small task linked to an objective. Read the relevant official documentation, try the task in an appropriate learning environment, and explain the result. Before using paid cloud resources, understand charges, set alerts and clean up resources afterward. A budget alert is not necessarily a hard spending cap. Do not use sensitive production data for a study exercise.

Objective and official documentation link

Task, expected result and spending limit

What happened and what I cleaned up

STANDARD EXAM FEES

Budget before you book

Planning references in USD, before applicable tax: Cloud Digital Leader \$99; Generative AI Leader \$99; Associate Cloud Engineer \$125; Professional Cloud Architect \$200. These are standard exam fees checked September 20, 2026, not renewal fees. Verify the current booking price. Add preparation, labs, travel and a possible retake separately; do not assume a future voucher.

Full exam fee and other expected costs

Confirmed voucher and discounted amount

Upfront payment and approved reimbursement

VOUCHER WALKTHROUGH

Check your Google benefit

Sign in to your official certification account. In the portal layout supplied by a learner, choose Benefits, then My Benefits. Find the exam discount, inspect the terms and choose Claim Benefit if available. That example warns of a claim deadline at least one month before credential expiry. Use the deadline in your own account. Keep the resulting code private.

Benefit status and my claim deadline

Eligible exam, language and other restrictions

Redemption expiry and where I recorded the code securely

CHECKOUT CHECKLIST

A discount is conditional

The supplied portal example says next exam or renewal; Google help specifically describes renewal use. Confirm whether your own voucher covers the exam you intend to book. Apply it before payment and inspect the final total. Do not count one single-use code against multiple exams, or assume another pass guarantees a discount on a different credential.

The exact exam covered by my benefit

Checkout subtotal after accepted voucher

Tax, final total and a question for support if needed

REQUEST TEMPLATE

Ask for employer support

Hi [manager], I would like to prepare for [certification] to improve my work on [responsibility]. The current exam fee is [amount], plus applicable tax. I propose [study schedule] and will share [learning outcome]. Could you confirm whether our policy covers the exam or materials, the approved amount, any pass requirement, evidence needed, and any repayment conditions before I purchase?

Who approves and where the policy is stored

Approved items, amount and reimbursement timing

Required receipts, outcome evidence and conditions

BEFORE EXAM DAY

Check the arrangements

Use the official registration instructions to confirm your identity documents, name match, delivery method, time zone and any equipment checks. Check cancellation and rescheduling terms directly. If you need an accommodation, investigate the official request process before booking. Keep a record of your registration and approved discount, without sharing private codes.

Booking details and time zone

Identification and delivery checks to complete

Official support link and remaining questions

AFTER THE EXAM

Reflect on the outcome

Record the official outcome when available. Whether you passed or not, identify what study habits were useful and what you would change. Do not record or share confidential exam questions. If you need another attempt, review current retake rules and rebuild a targeted plan. A credential is one milestone; practical learning continues after the result.

Outcome date and private evidence location

Study habits I will keep or change

A next step based on work needs, not just another badge

PRACTICE PACKS VS EXAM FEES

Know which purchase is protected

GCP Practice Exams intends to offer a qualifying practice-pack refund after verified failure while retaining pack access for retry preparation. This is a proposal, not an active benefit. It would not reimburse the official exam fee or study time. Proposed eligibility, bundle allocations and lifetime-access scope must be finalized before sales. Any future pass reward would apply to a practice pack, separately from Google vouchers.

Questions I will check in the actual purchase terms

What an official exam fee refund would not cover

Evidence I would retain without sharing confidential questions

CHECKED SEPTEMBER 20, 2026

Sources and next steps

This workbook contains independent planning exercises. It is not endorsed by Google and does not predict exam success. Consult the current official sources below before choosing, booking or claiming a benefit. Use the site planner to explore scenarios, then verify each assumption against your own account and employer policy.

Cloud Digital Leader

<https://cloud.google.com/learn/certification/cloud-digital-leader>

Generative AI Leader

<https://cloud.google.com/learn/certification/generative-ai-leader>

Associate Cloud Engineer

<https://cloud.google.com/learn/certification/cloud-engineer>

Professional Cloud Architect

<https://cloud.google.com/learn/certification/cloud-architect>

Google vouchers and discounts

<https://support.google.com/cloud-certification/answer/10055456?hl=en>

Google certification FAQs

<https://support.google.com/cloud-certification/answer/9438208?hl=en>

Retrieval practice: Yang et al. (2021)

<https://pubmed.ncbi.nlm.nih.gov/33683913/>