

INTRODUCTION

McCann Associates has prepared this guide to give each candidate the opportunity to prepare for the test. Many persons have never taken a Fire Medic entrance test or may have taken a different one. Most people tend to be fearful of the unknown, and this guide is intended to familiarize you with our question formats and the instructions for taking the test. If you study this guide, you should be able to concentrate your efforts during the test itself on reading and answering the questions.

This guide consists of four parts: questions about test taking, information about typical question formats, sample questions, and the test instructions. The key answer for each sample question is given and, with some of these questions, an explanation about the key answer is also given.

Don't try to memorize the answers to the sample questions; none of these questions will be on the test. However, by carefully studying these questions, you can become familiar with the style and format of our questions. The test instructions appear exactly the way they are on the front and back covers of the examination question booklets.

DESCRIPTION OF THE TEST

The test consists of two separately timed parts. The first part is the Visual Pursuit test, which is tightly timed. The second part is contained in a separate examination question booklet and is not tightly timed.

The complete instructions for the Visual Pursuit test will be given to you in this guide. The front and back covers of the second part of the test booklet contain information and instructions on how to use the booklet and the accompanying answer sheet. Reproductions of the front and back covers are attached at the end of this guide. Familiarize yourself with these instructions before the test and reread the front and back covers on the day of the test.

THE BEST ANSWER

Your task in each question is to choose the *best* or most acceptable answer from among the five choices. The basis for the official key answer is not absolute rightness or wrongness, but comparative rightness. The key answer must be the *best* answer; that is, it must be *better* than any of the other four choices. There may be another answer, which is not among the five choices, which is a better answer than any of the five choices. Even if this is true, it is still your task to choose the *one* choice that is the best answer of the five choices given. To help you remember that your task is to choose the best or most acceptable answer, many questions include a superlative, such as "the most important reason," "the best course of action," "best describes," or "most likely to be."

TO GUESS OR NOT TO GUESS

The instructions you will find on the front cover of the test booklet include the following statement:

All questions have equal weight. Do not open this booklet until the monitor tells you to "Begin the test."

This means that each of the 70 questions has equal weight. This also means that there is no penalty for guessing. If you answer 45 questions correctly and 25 questions incorrectly, you will be given full credit for 45 correct answers. If you answer 45 questions correctly, 23 questions incorrectly, and fail to answer two questions, you will also be given full credit for 45 correct answers.

If you fail to answer one or more questions, you will not get credit. If you guess at the answer to one or more questions, you will get credit for any correct answers. Consequently, you should record an answer to every question – the answer that seems best to you – even though you may not be *sure* that it is the best answer.

This advice does *not* apply to the Visual Pursuit test. The proper way to approach these questions will be discussed later in this guide.

TAKE TIME TO BE CAREFUL

There are 70 questions in the second part, with a time allowance of 2 hours and 10 minutes, or two minutes per question. The time allowance is sufficient so that most candidates should be able to finish. Even a candidate who reads slowly should be able to complete it. However, it is extremely important to plan your time and to pace yourself.

During the actual test, the monitor will periodically announce the amount of remaining time that you have to complete the test, in order to assist you in pacing yourself. It is a good test-taking technique to check your time regularly to see whether you are on schedule. You should check every 10 minutes, and you should have answered five questions every 10 minutes.

Take the time to read and answer the questions carefully, because rushing may cause mistakes. It's better to have answered only 60 questions, because you took time enough to be careful, than to rush through all 70 questions and make mistakes.

The Visual Pursuit test is a tightly timed test in which you will be required to work as rapidly as possible and answer as many questions as you can within the time limit. Additional instructions on how best to answer these questions will be presented later.

TOUGH QUESTIONS

There probably will be some difficult questions. Don't spend too much time trying to figure out the answer to a tough question. It is usually wiser to skip a tough question (don't forget to skip the space on the answer sheet!), and answer the rest of the questions. Mark each question you skip in the booklet so that you can find it later. When you have finished all the questions in the test booklet, go back and answer the tough questions that you skipped. If you spend too much time on tough questions, you may have to hurry or you may not have sufficient time to answer all the questions (possibly including some easier ones that might appear later in the test).

"TRICKINESS"

The test does not contain trick questions. However, a question that is not tricky for a candidate who knows the answer may seem tricky to someone who doesn't. The test creators try to make wrong answers attractive to persons who are poorly qualified. The wrong answers are intended to be incorrect, but nevertheless, wrong answers can't be so silly that no one would ever answer any questions incorrectly.

A candidate may believe an answer is correct, but feels that the answer is too easy or too obvious and that there must be a hidden meaning. Such a candidate may search for a hidden meaning and may be convinced that a right answer is wrong, simply by looking for a trick where there is none.

REVIEWING AND CHANGING YOUR ANSWERS

If you have time after you have answered all of the questions, go back and make sure that you have answered every question and that you have put all your answers in the right places. Also check that you have chosen and marked the best answer. However, don't change your original answer unless you are absolutely sure that your original answer is wrong, or that you marked the wrong answer on the answer sheet.

Many studies have been made of the erasures on answer sheets. The likelihood is about two to one that a candidate will erase a correct answer and change it to a wrong answer. This is why we suggest that you don't change your answer unless you are positive that the answer you originally recorded is wrong.

"NEGATIVE" QUESTIONS

Most of the questions are "positive" questions, that is, they ask for "the best" answer or "the most important reason" or "the best course of action," etc. A much smaller number of questions are "negative," in that they ask for "the LEAST desirable course of action," "the LEAST important principle," etc.

Many times it is just as important to know what is wrong as it is to know what definitely should *not* be done because it would make an already bad situation even worse. This is why "negative" questions are included in the test. Some candidates tend to overlook the "negative" and try to answer a question which asks for the "LEAST desirable" as though it asks for the "most desirable." The best indication that you have made this mistake is when you find what appear to be two or more good answers to a question. When this occurs, immediately check the question to see if it asks for a positive or negative answer.

WHAT TYPES OF QUESTIONS?

All of the questions test the abilities which are important to successful job performance as a Fire Medic. Most of the questions deal with situations that a Fire Medic might encounter, but no training in firefighting or EMS is necessary in order to answer the questions. Some of the questions are nonverbal and test your ability to observe objects in three dimensions, or to visually concentrate on a continuing task. The other questions are verbal and can be answered by any person who reads books and newspapers, watches television, and has an interest in mechanics and building construction. *No previous*

training or experience in firefighting or EMS is necessary to earn a passing score on this test.

The questions will be in one of four formats: 1) the regular format, 2) the problem-solving – relevancy format, 3) the problem-solving – logical thinking format and 4) the visual pursuit format. In the following sections, we discuss each of the four formats.

THE REGULAR FORMAT

The stem of each question describes the task that you must do to answer the question. The stem of Sample Question 1, on the following page, is marked to help you understand the term "stem." The task may be to identify the "best reason" or the "most advisable course of action" or a different kind of task. First read the stem of the question and try to understand its task.

After you understand the task, read each choice. If you are reasonably sure that a choice is wrong, put an "X" beside the choice letter in the question booklet. (See Choices C and D in Sample Question 1.) On the other hand, if you are fairly sure that a choice is the best answer, put a T in front of that choice to indicate that fact. (Choice E in Sample Question 1 is marked as the best answer.) If you aren't sure if a choice is right or wrong, don't make any marks. (See Choices A and B in Sample Question 1.)

After you have read all the choices and marked the ones you are sure are either right or wrong, you may find that there is only one choice which you are sure is the best. If so, mark it on the answer sheet. There may be no answer which you are sure is the best, but you may have marked off one, two, or even three choices that are wrong. This will leave you with four, three, or possibly only two choices which aren't crossed off. At this point, exercise your judgment to choose one of those choices that you have not crossed off, and record it on the answer sheet. If you have no idea which of the choices not crossed off is best, then perhaps this is a "tough question." You might want to postpone answering it until you have gone through the rest of the test.

SAMPLE QUESTION 1

STEM

Fire Medic Y likes to read books late at night. Y reads in bed in the fire station sleeping area. In order to read, Y uses a very bright light. The light disturbs Fire Medic X, who sleeps next to Y. Which one of the following is the best course of action for X to take in this situation?

- (A) X should tell Y to turn the light out and go to bed.
- (B) X should say nothing to Y, and learn to sleep with the light on.
- X (C) X should write an unsigned letter to the Officer in charge complaining about Y.
- X (D) X should wait until Y turns out the light and then turn on the light and begin to read.
- T (E) X should tell Y that the light is keeping X awake, and ask Y to read somewhere else, or at another time.

The key answer is (E).

Choices C and D have been marked with an X to show that they are wrong answers. Choice D doesn't correct an unacceptable situation, but instead creates an additional problem. Choice C complicates the problem by unnecessarily involving a superior Officer. Choice A might correct the situation, but would probably antagonize Fire Medic Y. Choice B does nothing to correct the situation

and is certainly not going to allow X to get the rest needed to perform a Fire Medic's duties. Choice E is correct, because it deals with the problem in a way that is likely to correct it without antagonizing Fire Medic Y. A T has been placed next to (E) to indicate that it is the best choice.

PROBLEM-SOLVING - RELEVANCY

The Problem-Solving – Relevancy questions are designed to measure your ability to identify the relevancy of facts in problem-solving situations. The questions involve the ability to recognize relationships between facts, to recognize the relevance or lack of relevance of facts, the ability to make deductive judgments from the facts given, and to reach correct conclusions. In many of the questions, or pairs of questions, you are given 10 to 15 facts about a situation and about the persons who may or may not be involved in the situation. (See Sample Questions 2 and 3.)

SAMPLE QUESTION 2

One of the persons named below shot and instantly killed another of the persons named. Neighbors heard the shots at 9:30 p.m. on June 7th. The killer was seen driving a Ford away from the scene of the crime, at the corner of Main Street and East Avenue. He was alone in the car. Investigators have verified the following seven additional facts:

- 1- Joe, who is completely paralyzed from the waist down, hated the victim.
- 2- Doctors report that Pete was in stable condition in the hospital after his heart attack, on June 8th.
- 3- Mac, seen at the grave of the victim, was not known to the victim's family or friends.
- 4- Pete's heart attack occurred at 9:20 p.m. on June 7th at his home a mile from the scene of the crime.
- 5- Hank was seen four blocks from the scene of the crime at 9:35 p.m. on June 7th.
- 6- Friends said that Sam was deathly afraid of Joe.
- 7- Mac does not know how to drive a vehicle of any type.

Based on the above facts, which one of the following persons is most likely to have been the victim?

- (A) Hank.
- (B) Joe.
- (C) Mac.
- (D) Pete.
- (E) Sam.

SAMPLE QUESTION 3

Based on the above facts, which one of the following persons is most likely to have been the murderer?

- (A) Hank.
- (B) Joe.
- (C) Mac.
- (D) Pete.
- (E) Sam.

In many questions, one or more of the persons named in the stem could not have been the criminal because each lacked the opportunity or the means for committing the crime. Others can be eliminated on the basis of the facts. By studying the facts, it is possible to determine who is most likely to be the criminal and who is most likely to be the victim. One technique for answering these questions is to set up a simple table like the one below.

	Victim	Murderer
Joe		
Pete		
Mac		
Hank		
Sam		

Read each of the numbered facts, keeping in mind the other facts contained in the stem of the question. Fact 1 suggests that Joe might have had a motive. However, since Joe is paralyzed from the waist down, it is unlikely that he is the murderer, since the lead says that the murderer drove a Ford. Accordingly, enter the number 1 (for Fact 1) next to Joe's name in the "murderer" column of the table to show that Joe is probably not the murderer. (See the completed table which follows.)

Fact 2 indicates that Pete was alive the day after the murder. Accordingly, Pete could not be the victim. Therefore, enter the number 2 in the "victim" column opposite Pete's name. Read Fact 3. Since Mac was seen at the grave of the victim, he obviously cannot be the victim, since he is still alive. Therefore, enter the number 3, for Fact 3, opposite Mac's name in the "victim" column of the table. Many people believe that a murderer is often present at the burial of his victim. This might suggest that Mac is the murderer but certainly does not prove it.

Now read Fact 4. Since Pete's heart attack occurred ten minutes before the murder, he did not have the opportunity to commit the murder. Therefore, enter the number 4 opposite Pete's name in the "murderer" column of the table. Since the murderer was driving a car, Fact 5 indicates that Hank could have been seen four blocks away, five minutes after the murder. Therefore, he had the opportunity. Since this fact neither establishes that he did commit the murder nor eliminates him, make no entry in the "murderer" column of the table. Fact 5 indicates that Hank was alive after the murder, so you should enter the number 5 in the "victim" column.

Fact 6 says that Sam was deathly afraid of Joe. Since Fact 1 establishes that Joe was not the murderer, Sam's fear of Joe probably is completely irrelevant, and the fact does not indicate whether or not Sam is either the murderer or the victim. According to Fact 7, Mac doesn't know how to drive a vehicle of any type. The stem says "the killer was seen driving a Ford..." Therefore, Mac is not the murderer. Enter the number 7, for Fact 7, in the "murderer" column opposite Mac's name.

At this stage, your table should look like the one below. Pete, Mac and Hank have been eliminated as possible victims, leaving only Joe and Sam. Mac, Pete and Joe have been eliminated as possible murderers, leaving only Hank and Sam.

	Victim	Murderer
Joe		#1
Pete	#2	#4
Mac	#3	#7
Hank	#5	
Sam		

Perhaps you have overlooked some information. Look back at Fact 1, which indicates that Joe hated the victim. If Joe hated the victim, Joe could not have been the victim. Therefore, you can now enter a 1 opposite Joe's name in the "victim" column of the table. This leaves only Sam as a possible victim. Sam is the person most likely to have been the victim, and you should choose (E) for Sample Question 2. If Sam is the victim, then he could not have been the murderer. This leaves only Hank, who has not been eliminated as a possible murderer. Therefore, Hank is most likely to have been the murderer, and you should mark (A) for Sample Question 3. Most of the Problem- Solving – Relevancy questions can be solved in much the same way, using the facts provided as a basis for eliminating one or more of the persons named in the question.

PROBLEM-SOLVING - LOGICAL THINKING

These instructions are very similar to the instructions that will appear in the real test. Following the instructions are several sample questions, which will NOT appear in the real test.

Instructions

Each Logical Thinking question consists of two or three statements (sometimes called premises). Each question is followed by five choices, which are called "conclusions." Your task in each question is to study the statements and then decide which one of the five possible conclusions necessarily follows from the statements in each question. Only one of the five possible conclusions necessarily follows from the statements. The other four possible conclusions DO NOT follow from the statements.

For the purpose of this test, you must consider that the statements are true without exception, even though you may, from your own knowledge, think that one or both of the statements are not true.

When judging which conclusion necessarily follows from the statements given, do not let your prejudices or beliefs influence your judgment. Base your judgment entirely on the statements given in the question and judge each conclusion on the basis of whether or not it necessarily follows from the statements.

The word "some" in these questions means an indefinite part of the class of things that the word "some" modifies. "Some are" means at least a portion of the class "is." "Some are" means that there is a portion of the class that "is not." Thus, in the example which follows, "some" means that a portion of all dogs are red. It also means that a portion of all dogs are colors other than red.

Study the following example before you start to answer the questions. In each question, read each conclusion and decide if it necessarily follows from the statements. Then read the explanation after each conclusion.

SAMPLE QUESTION 4

The statements are:

- 1- Some dogs are red.
- 2- All red dogs are vicious.

Which conclusion most completely follows from the statements?

- (A) No white dogs are vicious.
- (B) Some dogs are vicious.
- (C) Some dogs are not vicious.
- (D) All vicious dogs are red.
- (E) Some white dogs are vicious.

<u>Explanation</u> – Conclusion A does not necessarily follow from the statements. You cannot tell from the statements anything about white dogs. Conclusion B necessarily follows from the statements. Since "all red dogs are vicious," obviously some dogs (red ones) are also vicious. Choice B is the correct choice. Conclusion C does not necessarily follow from the statements. There is nothing in the statements that tells you anything about whether dogs that are not red are or are not vicious. Conclusion D does not necessarily follow from the statements. The fact that all red dogs are vicious does not mean that all vicious dogs are red. There may well be vicious dogs that are other colors than red. Conclusion E does not necessarily follow from the statements. Neither statement gives any information about whether or not any white dogs are vicious.

Then consider this other possible conclusion:

(F) Poodles are friendly dogs.

You may believe that conclusion F is true. However, it is not a correct answer. It does not follow from the statements, since there is nothing in the statements about poodles.

SAMPLE QUESTION 5

The statements are:

- 1- No employee stays home from work when he is well.
- 2- On the average day, 5% of all employees call in to say they are sick.

Which conclusion most completely follows from the statements?

- (A) No absent employee, who calls in sick, is really sick.
- (B) All absent employees, who call in sick, are really sick.
- (C) Some absent employees, who call in sick, are not really sick.
- (D) Ninety-five percent of all employees are at work on the average day.
- (E) Checking up on the 5% of all employees might catch some people who are abusing the sick leave privilege.

SAMPLE QUESTION 6

The statements are:

- 1- Most baseball players are paid large salaries.
- 2- Most persons who are paid large salaries must pay large amounts of income tax.

Which conclusion most completely follows from the statements?

- (A) Every baseball player pays a large amount of income tax.
- (B) The amount of income tax paid by some baseball players is large.
- (C) Anyone who pays a large amount of income tax is a baseball player.
- (D) Baseball player John Doe must be paying a large amount of income tax.
- (E) Everyone who has a large income must pay large amounts of income tax.

For Sample Questions 5 and 6, there are no explanations provided. The answer to both questions is Choice B.

VISUAL PURSUIT FORMAT

Part I of the test is a nonverbal Visual Pursuit Test. The Visual Pursuit Test is a separately timed test. You are allowed five minutes to answer 30 questions. Most candidates will *not* be able to answer all of the questions within that time limit.

The best way to understand the Visual Pursuit Test is to study the practice test on page 13 of this guide. Instructions, which are similar to the instructions for the actual test, are presented along with samples of the question format and explanations. You will be given 1/5 credit for each question for which you do not record an answer. Don't waste time randomly filling in answers for questions you have not completed. Spend the time studying and answering the questions.

THE DAY OF THE TEST

We realize that taking a written examination can make a person tense and fearful. We hope this study guide has eliminated most of your fear. The most important advice we can give you is to try to enter the testing room in a positive, cheerful frame of mind, with as much self-confidence as possible. Tell yourself, "I'm going to read each question and all the choices carefully, and then I'm going to select the best answer. If I'm not sure of the answer, I'm not going to worry about it. Instead, I'm going to skip it and go on to the next question." With this frame of mind, you should do well. It is also a good idea to get a good night's sleep before the examination and to allow yourself plenty of time to get to the examination room, so you don't feel rushed because you're late.

CONCLUSION

Studying this guide will not increase your level of knowledge, ability, or skill in firefighting or EMS. However, if you read and study this guide and the questions that accompany it, you should be better able to do your best on the written test.

Following are some sample questions and explanations of their answers.

SAMPLE QUESTIONS 7 THROUGH 10

- 7. An off-duty Fire Medic sees a young mother with her five-year-old son sitting on a park bench. The boy has a box of wooden matches, which he is striking one by one, watching them burn. The mother seems to think that this is cute. Which one of the following actions is best for the Fire Medic to take in this situation?
 - (A) To ignore the situation and continue walking.
 - (B) To call a Police Officer and allow the Officer to handle the situation.
 - (C) To go up to the woman and tell her that she is foolish to let her son play with matches.
 - (D) To grab the matches away from the boy without saying anything to the mother and then to continue walking.
 - (E) To introduce himself to the woman as a Fire Medic, and warn her of the dangers of letting her son play with matches.

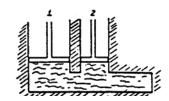
<u>Explanation</u> - Choices C and D both unnecessarily antagonize the mother. Choice A does nothing to correct a potentially dangerous situation. To follow the course of action suggested by Choice B merely shifts the responsibility from the Fire Medic to the Police Officer. Choice E is the best course of action because it warns the mother of the potential danger in a way that would not be likely to antagonize her. Therefore, the best choice for this question is Choice E.

- 8. Which one of the following is the most important reason why smoking in bed is considered a serious fire hazard?
 - (A) Because mattresses catch fire quickly and burn readily.
 - (B) Because the smoker may fall asleep holding a lighted cigarette.
 - (C) Because statistics show that most serious fires in residences occur at night.
 - (D) Because the material in most mattresses gives off a poisonous gas when it burns.
 - (E) Because the smoker, while awake, may drop the cigarette on the mattress and set the bed on fire.

Explanation - Choices A and D are not true statements; therefore, they cannot be the most important reasons why smoking in bed is considered a serious fire hazard. Choice E cannot be the most important reason, because if the smoker was still awake he would either see the cigarette or smell the smoke, so a serious fire would not occur. Choice C is not the best choice because it deals with all fires in residences at night and not specifically with smoking in bed as a fire hazard. Of the choices listed, Choice B is the best answer to this question.

There will be questions in the test that deal with the application of mechanical principles, such as the operation of pulleys, gears and valves, and the movement of water in containers.

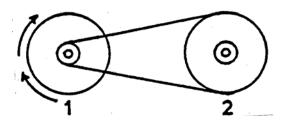
9. The drawing to the right represents two connected cylinders filled with water as shown. The diameter of piston 1 is twice as great as the diameter of piston 2. Assume that piston 1 is pushed down 6 inches with a force of 25 pounds. Which one of the following best describes the effect on piston 2?



- (A) Piston 2 would move up 6 inches with a force of 25 pounds.
- (B) The water would compress so that piston 1 would move up only very slightly.
- (C) Piston 2 would move up a distance less than 6 inches with a force less than 25 pounds.
- (D) Piston 2 would move up a distance greater than 6 inches with a force less than 25 pounds.
- (E) Piston 2 would move up a distance greater than 6 inches with a force greater than 25 pounds.

<u>Explanation</u> - Since the space occupied by piston 2 is only one-half as wide as the space occupied by piston 1, piston 2 must move up a greater distance than piston 1 is pushed down. Since piston 2 is being pushed up a greater distance than piston 1 is pushed down, the force of the push will be less than 25 pounds. Therefore, Choice D is the correct answer.

10. The drawing to the right shows two shafts, with large and small pulleys firmly attached to each. The pulleys are connected by a belt as shown. Both of the pulleys on shaft 1 make the same number of revolutions per minute, turning in the direction of the arrows. Which one of the following best describes both the direction and the relative speed of the large pulley of shaft 2?



- (A) The large pulley of shaft 2 will turn clockwise and slower than the small pulley of shaft 1.
- (B) The large pulley of shaft 2 will turn clockwise and faster than the small pulley of shaft 1.
- (C) The large pulley of shaft 2 will turn clockwise and at the same speed as the small pulley of shaft 1.
- (D) The large pulley of shaft 2 will turn counterclockwise and faster than the small pulley of shaft 1.
- (E) The large pulley of shaft 2 will turn counterclockwise and at the same speed as the small pulley of shaft 1.

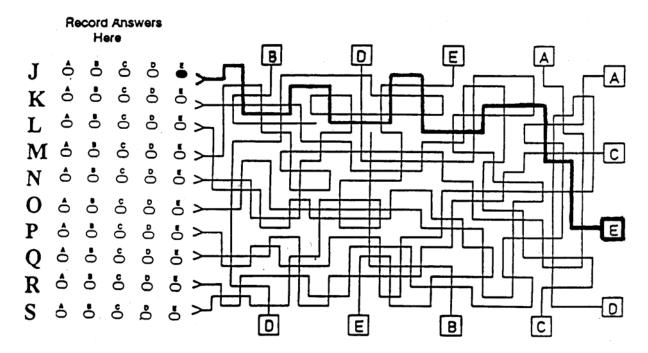
<u>Explanation</u> - Since shaft 1 is turning clockwise, shaft 2 must also be turning clockwise. Since the small pulley of shaft 1 is turning the large pulley of shaft 2, the small pulley of shaft 1 must be turning more quickly than the large pulley of shaft 2. Therefore, Choice A is the correct choice.

OFFICIAL KEY ANSWERS TO SAMPLE QUESTIONS 7 THROUGH 10

Question No.	Key Answer	
7	E	
8	В	
9	D	
10	Α	

VISUAL PURSUIT PRACTICE TEST

Look at the sample below. To answer each question, you are to follow each line with your eyes from its beginning on the left to the box where it ends. Each line begins next to a question. You are to mark, for each question, the letter in the box where the line ends. The first line is very dark so that you can follow it easily.



Explanation

To the right of Choice E for each of the 10 questions in this sample Visual Pursuit Test, there is an arrow which touches a line. The line runs from the arrow to one of the boxes on the top, bottom, or right-hand side of the maze. You are to mark, for each question, the letter in the box where that particular line ends. When one line crosses another line, you are always to follow the line that goes straight ahead.

The line that begins at Question J has been darkened so that you may trace it quickly. That line ends in a block with the letter E; therefore, Choice E is the correct answer to that question. Therefore, we have darkened Choice E for Question J.

During the test, your task will be to find the end of as many lines as you can during a short time period. You should work as quickly and accurately as you can. Most persons may find that they can be faster and more accurate on this test if they follow the lines with their eyes rather than with a pencil or finger. Other people may find that they can be faster and more accurate if they follow the lines with some kind of a pointer, like a pencil. Try the practice test both ways and decide which way is better for you. If you use a pencil, use the eraser end or, if you use the point, be careful not to make stray pencil marks which may later confuse you.

The correct answers for the remaining questions are:

K-C; L-E; M-A; N-D; O-D; P-D; Q-C; R-A; S-E

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Section V	Section VI	Section VII	Section VIII
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Question Booklet

WRITE YOUR IDENTIFICATION NUMBER IN THE BOX

Directions

Write your identification number in the box above. Read all of the instructions on this front cover, and also the instructions on the outside of the back cover. You are NOT to open the booklet for any reason until the Monitor instructs all of the candidates at once to "Open the booklet and begin the test."

Instructions for recording your answers on the separate answer sheet are found on the outside of the back cover of this booklet and should be read carefully before you begin to answer the questions. Also, remember to read carefully any instructions that are part of the test. Interpreting and following directions are part of the examination. You may make marks in the booklet. If you need to make calculations, use the margins of the booklet.

Candidates are positively forbidden to take this booklet or any part thereof from the examining room. This booklet is the property of McCann Associates, and is loaned to you only for use in this examination. All examination material must be returned to the Monitor before candidates leave. All materials in this booklet are covered by copyright.

The questions in this test are not intended to be tricky or misleading. Read each question carefully before answering.

Your task is to select the choice for each question which you believe to be the most acceptable of the choices offered. You are to select one choice and only one to each question. The choice you select for each question will be scored "right" or "wrong" on the basis of the standard answer which has been determined to be the most acceptable. Any unanswered question is counted as "wrong." Any single question to which you record two or more answers will be counted as "wrong."

GENERAL INSTRUCTIONS

You should have already printed the information required in the box on the tear-off portion of the answer sheet, as well as in the area above where you record your answers. Check to make sure you have recorded the position for which you are being examined, the examination number (if there is one), the date, the place, and, if appropriate, the room number. BE SURE THAT THE IDENTIFICATION NUMBER printed on the remaining portion of the answer sheet is also recorded on the front cover of this booklet. For your protection, your answer sheet is identified only by this number until after it has been scored. DO NOT WRITE YOUR NAME ON THE ANSWER SHEET OR ANY OTHER TEST MATERIAL PROVIDED TO YOU.

You are not allowed to use books or other reference materials. Before the test begins, turn over any such aids to the Monitor, who will return them to you after the test. Failure to do so may disqualify you. You are forbidden to communicate with any other candidate, or to give or to receive help from any person or source during the course of this test. KEEP YOUR OWN WORK COVERED. Copying from another candidate or permitting another candidate to copy from your answer sheet is cause for disqualification.

The Monitor is forbidden to explain the meaning of any question, or to give any information which may help to answer a test question. Any necessary explanations will be made to the entire room. Do not leave the room without the permission of the Monitor. If you leave the room without permission, your papers will be taken and will not be reissued to you.

If you wish to withdraw from this test without completing it, write across your answer sheet "I withdraw" and sign your name. If you withdraw, you will not be permitted to leave the room until ½ hour after the "Time Started." When you finish the test, review your question booklet carefully to make certain that you have answered as many of the questions as you can. Signal the Monitor, and stay in your seat until the Monitor collects and checks all material.

How to Record Your Answers on the Answer Sheet

The answer sheets are scanned into a computer and scored. The process is done twice to verify accuracy. However, accurate scoring also depends upon candidates following these instructions:

- 1. Use a No. 2 pencil.
- 2. Be sure to mark your answers DARKLY on the answer sheet. Fill in the ENTIRE oval.
- 3. Every question is identified by its own number. After you have read a question and decided which answer is best, you should note the letter, (A) or (B) or (C) or (D) or (E), for that choice on the answer sheet
- 4. Be certain to record your answer on the right line for that question. Misplaced answers are counted as wrong answers.
- 5. Do not mark more than one answer per question. Double answers are counted as wrong answers.
- 6. If you change your mind about the best answer to a question, COMPLETELY erase the black mark for the answer you want to change and make a new black mark for the new answer. Thorough erasing is important, but DO NOT erase so thoroughly as to tear the paper.