

# THE TEST...

- You will be given a multiple-choice test at a computer terminal.
- Your score on this test will be used to determine your place on an eligible list.
- You must achieve a score of at least 70% to pass the test.
- The multiple-choice test may include questions which require the use of any of the following abilities:

**Written Comprehension:** understanding written sentences and paragraphs.

**Example:** Correction Officers may use this ability to interpret policies and regulations in a correctional facility and carry out procedures based on the written materials.

**Written Expression:** using English words or sentences in writing so that others will understand.

**Example:** Correction Officers may use this ability to write reports using correct grammar, spelling and punctuation.

**Memorization:** remembering information such as words, numbers, pictures and procedures. Pieces of information can be remembered by themselves or with other pieces of information.

**Example:** Correction Officers may use this ability to memorize information such as numbers, pictures, or persons or items in a room or location.

**Problem Sensitivity:** being able to tell when something is wrong or is likely to go wrong. It includes being able to identify the whole problem as well as elements of the problem.

**Example:** Correction Officers may use this ability to observe behavior, conduct and activities of inmates to verify compliance.

**Number Facility:** adding, subtracting, multiplying and dividing quickly and correctly.

**Example:** Correction Officers may use this ability to compile and verify data such as coordinating the distribution of special meals to different correctional facilities.

**Mathematical Reasoning:** understanding and organizing a problem and then selecting a mathematical method or formula to solve the problem. It encompasses reasoning through mathematical problems to determine appropriate operations that can be performed to solve problems.

**Example:** Correction Officers may use this ability to calculate average number of miles driven for each tour.

**Deductive Reasoning:** applying general rules to specific problems and coming up with logical answers.

**Example:** Correction Officers may use this ability to assign various tasks and responsibilities to inmates.

**Inductive Reasoning:** combining separate pieces of information, or specific answers to problems, to form general rules or conclusions. It involves the ability to think of possible reasons for why things go together.

**Example:** Correction Officers may use this ability to determine the validity of inmate complaints based on information such as observations and discussions with inmates.

**Information Ordering:** correctly following a rule or set of rules of actions in a certain order. The rule or set of rules used must be given. The things or actions to be put in order can include numbers, letters, words, pictures, procedures, sentences, and mathematical or logical operations.

**Example:** Correction Officers may use this ability to report for roll call ready to receive work assignment orders and ready to be instructed to do things in a particular order.

**Spatial Orientation:** determining where you are in relation to the location of some object or where the object is in relation to you.

**Example:** Correction Officers may use this ability to appear before criminal court and may need to find the most direct route in a given map.

**Visualization:** imagining how something would look when it is moved around or when its parts are moved or rearranged. It requires the forming of mental images of how patterns or objects would look after certain changes, such as unfolding or rotation. One has to predict how an object, set or objects, or pattern will appear after the changes have been carried out.

**Example:** Correction Officers may use this ability to identify the location of an item or items after entering a room through a different entrance.

