



ENTRY-LEVEL ABILITIES AND BEHAVIORS MULTIPLE-CHOICE EXAM FOR CORRECTIONS

PREPARATION GUIDE

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INTRODUCTION

The Entry-Level Abilities and Behaviors Exam for Corrections measures abilities and behaviors that are important to successful performance of the job. In fact, the organization has gone to considerable effort to make sure that the test is valid and does equally well predicting success for all racial, gender, or ethnic groups.

Even though part of the test is designed to measure skills and abilities important to the job, the test does not require you to have prior knowledge about law enforcement or corrections work. The test will assess those abilities that are needed and, at times, questions are placed in a corrections context.

The administration of the test is structured in such a way so that you are first presented with material that you must study and remember. You are allowed a set time to study and memorize the material, and will be asked questions about the material later.

The material that must be learned and committed to memory contains words and definitions, reading passages, and cases. After the designated study time has elapsed, you will be directed to the next portion of the exam, which will have some questions that will test how well you were able to memorize the material. The test also includes other questions that address abilities other than memory that are also important to corrections officers.

This test is comprised of ability items and work behavior items.

GENERAL INSTRUCTIONS

SAMPLE

The Entry-Level Abilities and Behaviors Exam for Corrections has been developed to evaluate cognitive ability, work behaviors and other fundamental characteristics, such as work ethic and service orientation, which are important to a corrections officer's job. This exam is divided into different sections and the questions in each section are multiple-choice in format. Be sure to read and follow the instructions at the beginning of each section.

For each ability question you must decide which **one** of the choices is the **best** answer. Even though some answers may be somewhat correct, one of the choices represents a best answer. We recommend that you read the entire question and all the response choices before choosing an answer.

For each work behavior item, you should answer all questions and pick the **one** response which you think fits **you** best.

You will submit your answers to the online test via the computer. For each question, you will click on the circle of the response option that you think is correct.

Example

#	Question	Answer
1	This is an examination for the job of:	<input checked="" type="radio"/> Correctional Officer <input type="radio"/> Social Worker <input type="radio"/> Firefighter <input type="radio"/> Truck Driver
2	A major responsibility of correctional officers is to:	<input type="radio"/> give speeches <input type="radio"/> repair water leakages <input type="radio"/> fight fires <input checked="" type="radio"/> maintain order and safety

Submit

Click the button only once.

Reset

If you want to change your answer, just click on the one you think is better. The online test will only allow one answer choice to be chosen for each question. You will not be given credit for any questions to which no answer is chosen.

You will be allowed a set amount of time to study the pre-test portion of the test. At the end of the study period, the computer will direct you to the next portion of the test. If you do not wish to use the entire study period, you will have the option to move forward to the next portion of the test; however, once you are directed to the next portion of the test, you will not be allowed to go back.

Time remaining for each portion of the test will be available in your browser. **After completing the test, please check your answers before clicking the "Submit" button.** You cannot go back to a portion of the test after submitting your answers.

When you have completed the test, please notify the Test Monitor that you have finished. Follow the procedures announced by the Test Monitor.

TYPES OF QUESTIONS

Examples of Reading Comprehension Passage and Questions

Qualifications and Training

Most institutions have the same basic requirements for corrections officers. These requirements include being a U.S. citizen and at least 18 to 21 years of age; having a high school education or equivalent (GED); having no felony convictions; and demonstrating job stability, generally by gaining two years of work experience. Corrections officers must be in good health, i.e., meet standards of physical fitness, hearing, and eyesight. Good judgment and the ability to think and act on your feet are crucial. Most applicants are not only subject to background checks and screened for drug use but also required to pass a written exam.

Most Federal, State, and local corrections departments offer some type of training for corrections officers. Normally, corrections officers will receive several weeks or months of on-the-job training under the supervision of a more advanced corrections officer. Federal corrections officers are required to obtain 200 hours of training experience during the first year. Self-defense skills and firearm proficiency are usually incorporated into the training, as well as instruction on institutional and security procedures and operations. Corrections officers are provided annual training to ensure their knowledge of developments and procedures is up to date.

1. Which of the following is a basic requirement for corrections officers?
*
 - a. being a U.S. citizen
 - b. having no misdemeanor convictions
 - c. having a college degree
 - d. being 22 years of age

 2. According to the passage, what is crucial for corrections officers?
*
 - a. good judgment
 - b. computer skills
 - c. knowledge of inmate programs
 - d. the ability to restrain inmates

 3. What are federal corrections officers required to do during the first year?
*
 - a. obtain 200 hours of training experience
 - b. memorize the inmate handbook
 - c. take 200 hours of self defense classes
 - d. 200 hours of community service
- * indicates the correct answer for all sample questions.

Examples of Vocabulary Definitions (given in Pre-Test Booklet)

Study these words and their definitions. They will appear on the exam and you will be required to choose the correct definition. You will not be allowed to use this Pre-Test Study Booklet during the examination.

Inmate fund: An account where an inmate's "official" money is stored and used to by commissary items.

Good time: Credits earned toward one's sentence.

Administrative segregation: Placement in a controlled unit for the safety and security of the institution

Examples of Vocabulary Questions

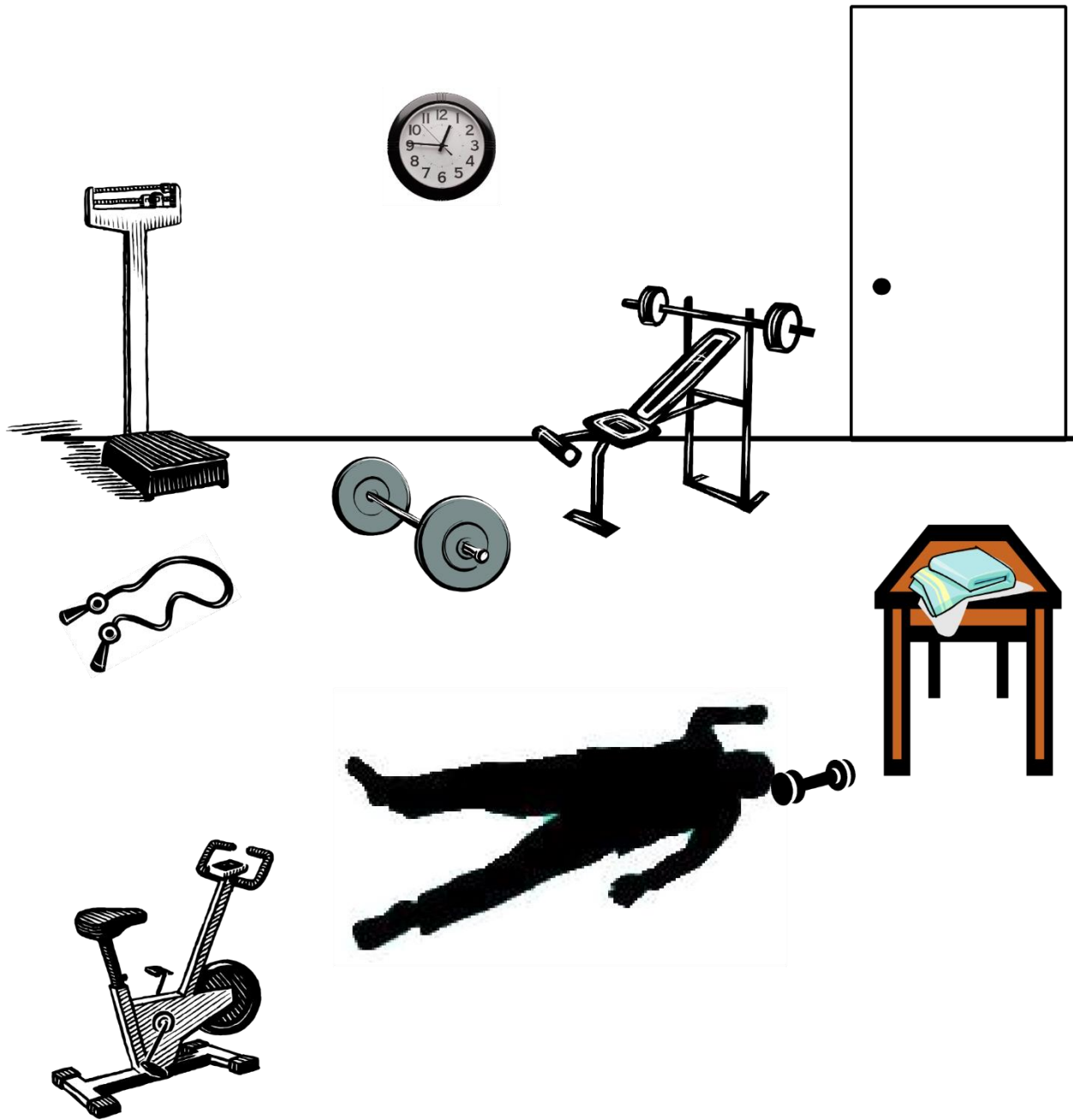
1. An account where an inmate's "official" money is stored and used to by commissary items is an:
*
 - a. inmate fund.
 - b. cash fund.
 - c. inmate account.
 - d. inmate capital.

2. Credits earned toward an inmate's sentence are referred to as:
*
 - a. good time.
 - b. time completed.
 - c. scheduled time.
 - d. sentence reduction.

3. Placement of an inmate in a controlled unit for the safety and security of the institution is considered:
*
 - a. administrative segregation.
 - b. punishment.
 - c. inmate segregation.
 - d. one-on-one observation.

* indicates the correct answer for all sample questions.

Example of Correctional Scene



Questions 1 - 4 are based on the Weight Room Scene.

1. Which of the following items is on the weight room table?

- * a. towel
- b. free weight
- c. dumbbell
- d. water bottle

2. Which of the following pieces of exercise equipment is shown in the picture?

- * a. stationary bike
- b. treadmill
- c. stair stepper
- d. rowing machine

3. The clock on the wall reads approximately:

- * a. 12:45.
- b. 10:15.
- c. 8:00.
- d. 5:30.

4. What object is located next to the unconscious inmate's head?

- * a. dumbbell
- b. jump-rope
- c. book
- d. towel

* indicates the correct answer for all sample questions.

Work Behavior Questions

This part of the test asks questions about yourself and your life experiences, such as experiences in school, your interests and attitudes. These items are designed to explore issues relevant to your potential employment. Like many other tests you have taken, this test is in multiple-choice or yes/no format.

Sample Questions

Click on the answer you think is best for each question and then click the "Submit" button. When you are ready to proceed to the test, click the "[Proceed](#)" button

Part#	Question	Answer
1	For employment, a person usually receives:	<input type="radio"/> payment <input type="radio"/> food <input type="radio"/> health <input type="radio"/> relatives
2	The main reason to practice safety precautions is to:	<input type="radio"/> produce more <input type="radio"/> provide service <input type="radio"/> prevent accidents <input type="radio"/> protect the environment

Please click this button only once

If you want to change an answer, just click on the one you think is better. To re-read the instructions for a particular test part, just click on the question number.

You should first read the question and then all of the possible responses. Afterwards, you should pick the **one** response which you think fits **you** best.

The best approach is to answer every question as honestly as you can and pick the responses which describe you or what you think is best. It is essential that you understand that some of your responses can be verified and if you don't answer honestly, it may be checked and your application can be rejected.

This part of the test is designed to explore issues relevant to your potential employment. The results of this questionnaire are only one of several factors that will be considered in

your application for employment. These results are confidential and will only be reported to those in the hiring process on a need to know basis.

Your job application can be rejected if you answer any questions untruthfully or if you fake an answer or skip a question. Please answer all questions. For each question, you must decide which one of the choices is the best answer for you personally. If no one answer seems to be perfect, choose the one answer that is slightly better than the others.

1. In high school, the subject I enjoyed studying the most was:
 - a. math.
 - b. history.
 - c. physical education.
 - d. art.
 - e. English.
 - f. none of the above

GOOD LUCK ON THE TEST!