

**CITY OF SAN DIEGO
STUDY GUIDE
FOR THE
POLICE RECRUIT WRITTEN TEST**



This Study Guide is provided to help you do your best on the San Diego Police Recruit Written Test. The Study Guide is divided into the following three sections:

SECTION I - INTRODUCTION

This section describes the examination, how the examination is scored, and some information on how to take the examination.

SECTION II – SAMPLE TEST ITEMS

This section contains sample test items from each section of the Police Recruit Examination.

SECTION III – ANSWERS TO THE SAMPLE ITEMS

This section provides answers to the sample test items in Section II. Explanatory answers are also provided for some of the sample test items.

EQUAL OPPORTUNITY EMPLOYER

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WEB SITE

<http://www.joinspdnow.com>

SECTION I: INTRODUCTION

THE EXAMINATION

The San Diego Police Recruit Written Examination is designed to measure the general aptitudes that are needed to become a successful Police Officer. No prior law enforcement experience is necessary to pass the test which includes the following three sections:

SECTION I: READING COMPREHENSION. This section of the test will measure your ability to...

- Read, comprehend, and interpret factual or technical materials in a variety of written formats.

SECTION II: CHECKING ABILITY, DECISION MAKING AND MAP READING. This section of the test will measure your ability to...

- Identify and comprehend critical elements of a situation and choose courses of action based on general policies and guidelines.
- Detect similarities and differences between groups of items such as words or numbers.
- Correctly follow a series of written directions (north, south, east, west) or movements (left, right) within a general area; locate destinations and follow/determine appropriate routes using a map and/or map index.

SECTION III: WRITTEN COMMUNICATION. This section of the test will measure your ability to...

- Correctly apply fundamentals of English grammar, spelling, punctuation, sentence structure, written expression, vocabulary, etc.

SCORING

The written test is a qualifying only (pass/fail) test. There are three pass points for this examination. You must pass Section I, Section II, and then Sections I, II and III combined in order to pass and proceed to the Pre-Investigative Questionnaire and Physical Ability Test, which are the next steps in the process.

If you are unsuccessful on the examination, you will receive feedback information on your Test Results Notice. Feedback will consist of the percentage of items you scored correctly on each subtest in the examination. This will allow you to determine where your strengths and weakness are relative to this examination. You will not be told which specific items you missed on the examination.

TEST TAKING TIPS

- Follow all instructions on how to mark your answer sheet. All items on the examination are multiple-choice. You will mark all of your answers on a separate answer sheet which will be provided during the actual examination. The proctor will provide instructions on how to mark your answer sheet. Be sure to follow all directions carefully. Answer sheets are machine-scored, and if you accidentally mark an answer incorrectly, it may be counted wrong. You are permitted to erase freely on your answer sheet – just make sure that you erase cleanly.
- Read each item carefully. For each item, be sure to read the entire question and all of the possible answers before marking your answer sheet. Several answers may appear to be correct. You are to select the best answer.
- Answer items based only on the information provided. Do not answer items based on any personal knowledge you may have on a subject or how you think a Police Officer should respond.
- Skip difficult items. Do not spend too much time on an item that seems too difficult. Return to it later if you have time. It is better to skip a difficult question than to spend a lot of time on it and not be able to complete other examination questions.
- Carefully mark your answer sheet. If you skip an item, remember to skip that number on your answer sheet. Be sure that each answer you mark is in the space numbered the same as the question you are answering in your test booklet. Never mark more than one answer per test item. If two choices are marked, you will not receive any credit even if one of them is correct.
- Use a process of elimination. If you are unsure of the correct answer, first eliminate any answers that are clearly wrong. Carefully reread the question and all answer choices and then select the one that you feel is most correct.
- Guess rather than leave an answer blank on your answer sheet. Points are given for correct answers only. Because there is no penalty (points deducted) for incorrect answers, you should answer each question even if you must guess at the correct answer.
- Remain calm. Do not worry if you do not know the answers to some test questions. No one is expected to get a perfect score.
- Ask questions. Remember, the test proctors are there to help you do your best. If you have any questions regarding the directions before the test begins, raise your hand and ask for clarification. During the examination, you may raise your hand if you have questions, however, the test proctors will not be able to interpret any of the test instructions or test questions for you.
- Monitor your time. When the test begins, make a mental note of the time that the test will end. As you take the test, monitor your time and pace yourself so you are able to make it through the entire test. When the Proctor announces that you only have a few minutes left, complete all the items you can in the remaining time, even if you must guess.

SECTION II – SAMPLE TEST ITEMS

This section provides examples of the types of items contained in the Police Recruit written test. When answering these items and those on the actual written test, make sure that you carefully read all of the directions to each set of questions. Not all of the directions are the same.

When you take the actual written test, you will not be able to write or make any marks in your test booklet. Writing or making any type of marks in your test booklet may be cause for disqualification from the examination process. Since scratch paper will be provided at the written test for any notes that you may need to make, you should practice by using scratch paper to answer the sample test items provided in this section of the Study Guide.

READING COMPREHENSION

DIRECTIONS: Answer items in this section of the test based **ONLY** on the information provided and **NOT** on any other knowledge you may have about the subject. Choose the best answer for each item and mark the corresponding letter on your answer sheet.

1. Community policing increases the visibility of the police department in the community and gives the citizens of the community an opportunity to have direct input regarding neighborhood problems and solutions. This direct connection between the community and the police helps to build trust and foster a positive attitude towards the police and gives the citizens of a neighborhood a sense of responsibility towards their community. Community policing also gives the police an opportunity to improve community relations and develop new crime fighting resources within their neighborhood.

The above paragraph most nearly means that

- A. citizens should have a larger role in policing their community
- B. community policing is beneficial to both the police and the community
- C. police officers are responsible for community relations on their beat
- D. the sole purpose of community policing is giving citizens a direct connection to the police

DIRECTIONS: Answer items 2 through 3 based only on the information presented below.

Bullets, cartridges and empty cases found at a crime scene can be very helpful in determining the type and caliber of weapon used during the commission of a crime. This type of evidence should be handled carefully so as not to damage it. Bullets must be removed from their point of impact and their location recorded accurately. Whenever possible, it is desirable to remove the material encasing a spent bullet (part of a wall, part of a door, etc.) as opposed to trying to pry the bullet out of the enclosure since the tool used to dig it out may leave unwanted marks or may damage the bullet.

A spent bullet may be identified and matched to a submitted firearm. Imperfections in the surface of the interior of the firearm barrel leave striations on the bullets. Striations have the potential to be consistently reproduced in a unique pattern on every bullet that passes down the barrel. If a firearm is recovered at the scene or from a suspect, testing can determine if bullets found at the scene were fired from the submitted firearm by comparing the striations on the bullets found at the scene to bullets fired in the crime laboratory.

2. According to the information, which one of the following is the most accurate?
 - A. one should always remove the material encasing a spent bullet
 - B. spent bullets found at a scene are valuable evidence and should be handled with care
 - C. striations found on a bullet are always unique and may be used for identification purposes
 - D. the location of a bullet at the point of impact is information used to identify a firearm

3. When an officer is collecting spent bullets from a crime scene, which of the actions listed below follow correct procedures?
 - A. accurately record the location of the impact
 - B. do not cut or make marks on the bullet
 - C. remove the bullets from their point of impact
 - D. all of the above

DIRECTIONS: Answer items 4 through 5 based on the information presented in the Arrest/Juvenile Contact Report shown below.

SAN DIEGO REGIONAL ARREST/JUVENILE CONTACT REPORT										AGENCY NUMBER				
REPORT	<input checked="" type="checkbox"/> ARREST REPORT	WARRANT	AGENCY	ARREST ASSISTED?	PAGE	SDSO BOOKING NUMBER								
	<input type="checkbox"/> JUVENILE CONTACT	<input type="checkbox"/> LOCAL <input type="checkbox"/> OUT		<input checked="" type="checkbox"/>	1 OF 1									
	<input type="checkbox"/> NOTIFY WARRANT	ARREST DATE	TIME	BEAT/DISTRICT	RELATED REPORTS (TYPE, NUMBER)	CITATION NUMBER								
ARRESTEE CRIME	CHARGE(S) 245 (a) P.C. (ASSAULT WITH A DEADLY WEAPON)										ADD'L. CHGS. <input type="checkbox"/>		ADULT RELEASES OR <input type="checkbox"/> 849PC <input type="checkbox"/> 81 <input type="checkbox"/> 82 <input type="checkbox"/>	
	PERSON ARRESTED (L.F.M.) WILSON, DWIGHT D.		NICKNAME	RACE	SEX	AGE	D.O.B.	P.O.B.	HT.	WT.	BUILD	HAIR	EYES	
	ALIAS/MAIDEN NAME (L.F.M.)		ARRESTEE'S ADDRESS 20227 MOORLAND WAY SAN DIEGO					HOME PHONE 284-2358						
	MILITARY	OCCUPATION/RATE	EMPLOYER/SCHOOL		ADDRESS		CITY		BUS. PHONE					
	YES <input type="checkbox"/>	COOK	ARRY'S											
	EMERGENCY CONTACT/NEXT OF KIN (L.F.M.)		ADDRESS		CITY		HOME PHONE							
	IS SUBJECT A SUSPECTED USER OF NARCOTICS/DRUGS?	YES <input type="checkbox"/>	INTERPRETER REQUIRED?	YES <input checked="" type="checkbox"/>	UNDOCUMENTED PERSON?	YES <input type="checkbox"/>	SUSPECT'S RELATION TO VICTIM(S)	YES <input type="checkbox"/>	RELATIVE ACQUAINTANCE	YES <input type="checkbox"/>	STRANGER	YES <input checked="" type="checkbox"/>		
	LOCATION OF ARREST 700 CARDIFF DR. SAN DIEGO		LOCATION OF OFFENSE 800 CARDIFF DR. SAN DIEGO		OFFENSE DATE 6/8/81		OFFENSE TIME 1400							
	CITIZEN	ARRESTING OFFICER SMITH, E. C.	I.D.	ADMONISHED BY SMITH, D. C.	DO YOU UNDERSTAND EACH OF THESE RIGHTS THAT I HAVE EXPLAINED TO YOU?		YES							
	HAVING IN MIND AND UNDERSTANDING YOUR RIGHTS DO I HAVE TO TALK TO YOU ARE YOU WILLING TO TALK WITH US?											NO		STATEMENT YES <input type="checkbox"/>
ARRESTEE DESCRIPTION	HAIR LENGTH/TYPE		HAIR STYLE		FACIAL HAIR		COMPLEXION		SPEECH		VOICE		DRIVER'S LICENSE NO. STATE	
	1 BALD		1 AFRO/NAT.		1 CLEAN SHAVE		1 ACNE		1 ACCENT		1 DISGUISED		N448229 CA	
	2 EDLMAN		2 BRAIDED		2 FULL BEARD		2 DARTS		2 LISPS		2 HIGH PITCH		SOCIAL SECURITY NO.	
	3 LONG		3 BUSHY		3 FU MANCHU		3 FRECKLED		3 MUMBLES		3 LOUD		378-60-6558	
	4 NECK		4 GREASY		4 GOATEE		4 LIGHT		4 OFFENSIVE		4 LOW PITCH		FBI NO.	
	5 SHORT		5 MILITARY		5 LOWER LIP		5 MEDIUM		5 QUIET		5 BALDIUM		CITY NO.	
	6 SHOULDER		6 POINYTAIL		6 MUSTACHE		6 FAKE		6 RAPID		6 MONOTONE		OTHER I.D.	
	7 COLLAR		7 PROCESSED		7 NONE/PUZZ		7 PICKED		7 SLOW		7 RASAL		TYPE	
	8 FINC		8 STRAIGHT		8 SIDEBURNE		8 RIDDY		8 STUTTERS		8 PLEASANT			
	9 THICK		9 WAVY/CURLY		9 UNSHAVEN		9 SALLOW		9 TALKATIVE		9 RASPY			
10 WHINY		10 OTHER:		10 VAN DYKE		10 TANNED		10 OTHER:		10 SOFT				
11 OTHER:				11 OTHER:		11 OTHER:		11 OTHER:		11 OTHER:				
FURTHER SUSPECT DESCRIPTION (I.E., GLASSES, TATTOOS, TEETH, BIRTHMARKS, JEWELRY, SCARS, MANNERISMS, ETC.)														
CLOTHING DESCRIPTION BROWN SHIRT - BLACK PANTS														
SUSPECT YEAR		MAKE		MODEL		COLOR/COLOR		BODY TYPE		LICENSE NO.		STATE		
78		FORD		PINTO		BLUE		STA-WAG		549 KPH		CA		
ADDITIONAL VEHICLE IDENTIFIERS (CHROME, DAMAGE, ETC.)										DISPOSITION OF VEHICLE AT SCENE				
REGISTERED OWNER (L.F.M.)										ADDRESS CITY				
PROPERTY TAG NO.	N-78225										DISPOSITION OF EVIDENCE IMPOUNDED 1 30 OZ. BASEBALL BAT			
	#1 NAME (L.F.M.)		ADDRESS		CITY		PHONE		RACE/SEX		AGE		D.O.B.	
	#2 NAME (L.F.M.)		ADDRESS		CITY		PHONE		RACE/SEX		AGE		D.O.B.	
#3 NAME (L.F.M.)		RES. ADDRESS		CITY		HOME PHONE		ARRESTED		ARRESTED		ARRESTED		
#4 SIMMONS, L. A.		801 W. MARKET ST.		SAN DIEGO		925-2827		YES <input type="checkbox"/>		YES <input type="checkbox"/>		YES <input type="checkbox"/>		
BUS. ADDRESS		CITY		BUS. PHONE		RACE/SEX		D.O.B.		ADD'L. YES		VIG./WT. <input type="checkbox"/>		
1820 SWEETWOOD ST.		SAN DIEGO		855-2879		B M		4/1/54		ADD'L. YES		VIG./WT. <input type="checkbox"/>		
REPORTING OFFICER		I.D.		DIVISION		REPORT DATE		TIME		REPORT APPROVED		I.D.		
F. P. SIMMONS		2331		C-2		/ /				D. D. SIMPSON		7067		

4. Who was the reporting officer?

- A. D. D. Simpson
- B. E. C. Smith
- C. F. P. Simmons
- D. L. A. Simmons

5. What was the location of the offense?

- A. 700 Cardiff Drive
- B. 800 Cardiff Drive
- C. 801 Market Street
- D. 1820 Sweetwood Street

CHECKING ABILITY

DIRECTIONS: Answer items 6 through 7 based on the Traffic Citation Log shown below.

TRAFFIC CITATION LOG				
CITATION DATE	DRIVER'S NAME	DRIVER'S LICENSE #	LOCATION OF STOP	OFFICER'S NAME
6/18	Hinsel, J. L.	E687190	Park Boulevard	Rodgers, P. B.
6/18	Hinsey, S. E.	R124563	Central Avenue	Matthews, S. R.
8/11	Hinsley, F.P.	T389724	Willow Tree Lane	Matthews, T. R.
7/15	Hinsell, J. L.	F897014	Main Street	Lewis, E. R.
6/15	Hingeley, G. R.	D809213	Palm Drive	Rodgers, P. B.
5/14	Hinsle, L. J.	E117549	Mill Road	Matthews, R. T.
8/15	Hinsey, S. B.	S211075	Lake Shore Drive	Jackson, M. S.
7/12	Hines, J. R.	F890714	Century Boulevard	Lewis, E. R.
6/4	Hingst, R. N.	L654123	Palm Drive	Jackson, M.O.
8/21	Hinek, M. K.	P426387	Park Place	Rodgers, P. B.
7/9	Hinsel, L. J.	B423109	Willow Tree Lane	Matthews, S. R.
9/1	Hinesly, M. R.	J713568	Central Avenue	Lewis, E. R.
5/29	Hinman, J. E.	M583135	Park Boulevard	Rodgers, P. E.
8/6	Hinsley, S. E.	S924228	Palm Drive	Matthews, T. R.
7/15	Hines, R. J.	R871136	Lake Shore Drive	Jackson, M. S.
8/4	Hingst, P. N.	C964712	Park Boulevard	Rodgers, P. B.

6. L. J. Hinsel has which one of the following driver's license numbers?
- A. B423109
 - B. E117549
 - C. E687190
 - D. F897014
7. How many individuals were cited by P. B. Rodgers on Park Boulevard?
- A. 2
 - B. 3
 - C. 4
 - D. 5

DIRECTIONS: Items 8 through 9 consist of a specific address. For each address, you are to select the correct map **page** and **grid** to find that address. Your answer should be based **ONLY** on the information provided in the STREET INDEX. Once you have identified the correct map page and grid for an address, you should mark the letter corresponding to your choice on the answer sheet. If the correct page and grid are NOT found among the choices (“A” through “D”) provided, you should mark “E” (none of the above) on your answer sheet.

STREET INDEX

STREET	CITY	BEGINS AT BLOCK	PAGE	GRID
Alpine St	ESC	3500	32	A5
Alpine St	SD	3500	51	E6
Alpine St	SD	7000	52	B2
Alpine St	NAT	3500	43	D6
Alpine Way	SD	2000	52	C4
Allpine St	SD	3500	42	D7
Bollinger Dr	SD	1000	12	E5
Bollonger Dr	NAT	100	37	C8
Bollonger Dr	SD	100	11	E4
Bollinger Dr	ESC	1000	64	B6
Bolinger Dr	SD	1000	21	E5
Bolinger Dr	SD	2000	21	F5
Bolinger St	ESC	2500	36	C2
Bolinger St	NAT	2500	63	C3
Bolonger Dr	SD	1000	47	B5
Bolonger Dr	SD	100	56	A7
Bolonget Dr	SD	100	31	C8
Bolonget Dr	ESC	100	13	D8
Bolonger Dr	NAT	100	73	C8

<u>CITY</u>	<u>ABBREVIATION</u>
Escondido	ESC
National City	NAT
San Diego	SD

8. 100 Bolonger Drive, San Diego

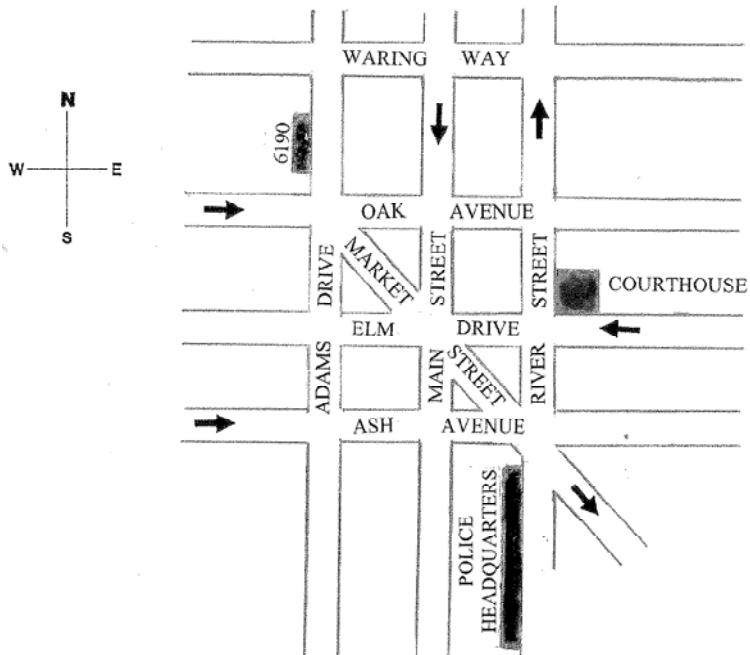
- A. 11E4
- B. 31C8
- C. 47B5
- D. 56A7
- E. none of the above

9. 3580 Allpine Street, National City

- A. 32A5
- B. 43D6
- C. 51E6
- D. 42D7
- E. none of the above

MAP READING/DIRECTIONAL SITUATIONS

DIRECTIONS: Items 10 through 11 are designed to measure your ability to understand and correctly use maps. Each item will refer to a map that is presented on a facing page and will ask you to identify the **shortest and safest** route from one location to another. For each item you should determine which one of the routes given is the shortest distance AND safely follows ALL labeled traffic regulations. Arrows (\Rightarrow) indicate **one-way traffic** and the **direction of traffic**. A street marked by an arrow is one-way for the entire length of the street. If there is **not** an arrow on a street, then two-way traffic is permitted. **NOTE:** On the actual test, some maps may include additional information that you must consider to determine the best route. Since this information may indicate that certain streets are **closed or blocked**, you should read all information carefully **BEFORE** you answer the items.



10. Which one of the following is the shortest and safest route from Police Headquarters to 6190 Adams Drive?
- A. north on River Street, west on Waring Way, south on Adams Drive to 6190
 - B. north on River Street, northwest on Market Street, north on Adams Drive to 6190
 - C. north on River Street, west on Elm Drive, north on Adams Drive to 6190
 - D. north on River Street, west on Oak Avenue, north on Adams Drive to 6190
11. Which one of the following is the shortest and safest route from 6190 Adams Drive to the Courthouse?
- A. south on Adams Drive, east on Oak Avenue, south on Main Street, east on Elm Drive to the Courthouse
 - B. south on Adams Drive, east on Oak Avenue, south on Main Street, east on Ash Avenue, north on River Street to the Courthouse
 - C. south on Adams Drive, southeast on Market Street, east on Elm Drive to the Courthouse
 - D. south on Adams Drive, east on Oak Avenue, south on River Street to the Courthouse.

DIRECTIONS: Items 12 through 14 test your ability to read and understand information which describes a series of directions, movements, or locations within a general area. For each item, read the information and determine which answer choice is correct. Then mark the corresponding letter on your answer sheet. In determining your answers remember to use scratch paper instead of writing in your study guide.

12. A police car traveling on Pine Tree Lane makes a right turn onto Elm Avenue in pursuit of four suspects. The police car travels 7 blocks on Elm Avenue, turns left onto Palm Drive and then makes a left turn onto Spruce Way before stopping the vehicle. If the suspects are stopped heading north on Spruce Way, what direction was the police car traveling on Pine Tree Lane?
- A. north
 - B. south
 - C. east
 - D. west
13. Traveling from a crime scene, you drive your patrol car seven blocks north, seven blocks west, make a left turn and travel for another six blocks, and then turn left and travel seven blocks. How far are you from where you started at the crime scene?
- A. one block north
 - B. one block south
 - C. thirteen blocks north
 - D. thirteen blocks south
14. Officer Smith is patrolling Main Street when a call is received about a possible fight at Mike's Bar. The officer makes a right turn on Willow Avenue and then turns right on Grove Boulevard. If the patrol car is now heading south, what direction was it originally traveling on Main Street?
- A. north
 - B. south
 - C. east
 - D. west

DECISION MAKING

DIRECTIONS: Answer items 15 through 16 based on the Police Department Regulation provided below. For each statement given, you should select one of the responses following responses and mark the corresponding letter on your answer sheet.

- A. The action **CORRECTLY FOLLOWS** the regulations.
- B. **MORE INFORMATION IS REQUIRED** to determine if the action correctly follows or violates the regulations.
- C. The action **VIOLATES** the regulations.

POLICE DEPARTMENT REGULATION

5364.48 - Use of Streets for Storage, Service or Sale of Vehicles or for Habitation Prohibited

- (A) No person shall park a vehicle upon any street in order to advertise the vehicle for sale or to sell merchandise from the vehicle unless authorized by other provisions of this regulation. A vehicle shall not be considered to be advertised for sale when it is parked on a public street and contains a "For Sale" sign not greater than 8½ inches by 11 inches and the sign is placed on a side window and presents no obstruction to the view of the driver when the vehicle is in operation.
- (B) No person shall park a vehicle upon any street for the purpose of servicing or repairing such vehicle, except in an emergency.
- (C) No person shall use a vehicle while it is parked or standing on any street as either temporary or permanent living quarters, abode or place of habitation, either overnight or day-by-day.
- (D) No person shall store any vehicle upon any street. A vehicle shall be considered stored when it has been left standing on a street without having been moved more than one-tenth of a mile within a 72 consecutive hour period.
- (E) No person shall leave any inoperable vehicle on any street for more than four consecutive hours. A vehicle is considered to be inoperable when it is wrecked, burned, dismantled, or lacks a motor, transmission, wheel or wheels, or is on blocks, or is otherwise incapable of being driven upon the highways in accordance with the Vehicle Code.
- (F) No person shall park an unattached semitrailer upon any street except for the purpose of loading and unloading. Camp trailers and utility trailers are excluded from this provision.

15. Frank's car, which is missing a wheel, is parked on the street in front of his house.

- A. The action **CORRECTLY FOLLOWS** the regulations.
- B. **MORE INFORMATION IS REQUIRED** to determine if the action correctly follows or violates the regulations.
- C. The action **VIOLATES** the regulations.

16. Sarah, who uses a utility trailer for her job, parks it on the street overnight.

- A. The action **CORRECTLY FOLLOWS** the regulations.
- B. **MORE INFORMATION IS REQUIRED** to determine if the action correctly follows or violates the regulations.
- C. The action **VIOLATES** the regulations.

WRITTEN COMMUNICATION

DIRECTIONS: Items 17 through 19 consist of a sentence with one or more blanks where a part of the sentence is missing. Following each sentence, several choices are given for the missing part(s). For each item, you should select the choice which is grammatically CORRECT and mark the corresponding letter on your answer sheet.

17. At the press conference yesterday, the detective _____ that the suspect ____ under arrest for the crime.
- A. says; is
 - B. is saying; is
 - C. said; was
 - D. saying; was
18. The officer has not _____ the photos to use in the photographic line-up.
- A. chose
 - B. choosed
 - C. chosed
 - D. chosen
19. The suspect in the crime _____ identified by several witnesses at the scene that day.
- A. had
 - B. is
 - C. was
 - D. were

DIRECTIONS: Items 20 through 21 contain four different words. For each item, you are to select the word that is spelled CORRECTLY and mark the corresponding letter on your answer sheet. If you think that all the words listed are spelled incorrectly, you should mark the letter "E" for none of the above on your answer sheet.

20. Which one of the following is spelled CORRECTLY?
- A. consistant
 - B. occurrence
 - C. tomorow
 - D. probable
 - E. none of the above; all of the words are incorrectly spelled
21. Which one of the following is spelled CORRECTLY?
- A. aproximately
 - B. awkward
 - C. inforceable
 - D. practicaly
 - E. none of the above; all of the words are incorrectly spelled

DIRECTIONS: Items 22 through 23 contain four different words. For each item, you are to select the word that is spelled INCORRECTLY and mark the corresponding letter on your answer sheet. If you think that all the words listed are spelled correctly, you should mark the letter "E" for none of the above on your answer sheet.

22. Which one of the following is spelled INCORRECTLY?

- A. collision
- B. exceed
- C. license
- D. acknowledged
- E. none of the above; all the words are correctly spelled

23. Which one of the following is spelled INCORRECTLY?

- A. arguing
- B. discription
- C. trespass
- D. none of the above; all the words are correctly spelled

DIRECTIONS: Items 24 through 25 each contain four versions of the same sentence. For each item, you are to select the version of the sentence that is capitalized and punctuated CORRECTLY and mark the corresponding letter on your answer sheet.

24. Which one of the following is capitalized and punctuated CORRECTLY?

- A. The detectives who were assigned to the northern division handled tasks which differed from tasks handled by detectives, in other geographic areas.
- B. The detectives who were assigned to the northern division handled tasks, which differed from tasks handled by detectives in other geographic areas.
- C. The detectives, who were assigned to the northern division, handled tasks, which differed from tasks handled by detectives in other geographic areas.
- D. The detectives, who were assigned to the northern division, handled tasks which differed from tasks handled by detectives in other geographic areas.

25. Which one of the following is capitalized and punctuated CORRECTLY?

- A. Keeping a lookout for the stolen vehicle, the patrol officer drove east along Pine Hill Avenue.
- B. Keeping a lookout for the stolen vehicle the patrol officer drove east along Pine Hill Avenue.
- C. Keeping a lookout for the stolen vehicle, the patrol officer drove East along Pine Hill Avenue.
- D. Keeping a lookout for the stolen vehicle the patrol officer drove East along Pine Hill Avenue.

DIRECTIONS: Items 26 through 27 contain a sentence in which one word is underlined. For each sentence you are to select the word or phrase that most nearly has the same meaning as the underlined word and mark the corresponding letter on your answer sheet.

26. The suspect modified his statement when he was interviewed by the detectives for the second time.

- A. changed
- B. continued
- C. repeated
- D. retained

27. The statement provided by the witness to the vehicle accident was comprehensive.

- A. clear
- B. complete
- C. understandable
- D. limited

DIRECTIONS: Item 28 consists of a series of facts which describe a particular incident. Below these facts, there are several different statements that describe the incident. For each item, you must decide which statement gives the **CLEAREST** and **MOST ACCURATE** description of the incident based on the facts provided and mark the corresponding letter on your answer sheet. **NOTE:** You do NOT need to consider spelling, punctuation, or grammar.

28. _____

INCIDENT:	Burglary
DATE OF OCCURRENCE:	November 10
TIME OF OCCURRENCE:	4:00 a.m.
PLACE OF OCCURRENCE:	South Street Market
INCIDENT ADDRESS:	5532 South Street
REPORTED BY:	Sarah Martin, owner
SUSPECT DESCRIPTION:	Male, 6'1", 245 lbs., blonde hair, and brown shirt

Which one of the following most clearly and accurately describes the above incident?

- A. On November 10, Sarah Martin reported a burglary at her store, the South Street Market, located at 5532 South Street. She reported seeing a male with blonde hair and a brown shirt leaving the scene at 4:00 a.m.
- B. At 4:00 a.m., a male with blonde hair and a brown shirt was seen leaving the South Street Market. It is located at 5532 South Street. The man was 6'1" and 245 pounds according to the Sarah Martin, the owner of the store.
- C. On November 10 at 4:00 a.m. Sarah Martin, the owner of the South Street Market, reported that a burglary had occurred at her store which is located at 5532 South Street. The suspect is a male with blonde hair and a brown shirt. He is 6'1" and 245 pounds.
- D. A burglary at the South Street Market was reported on November 10 at 4:00 a.m. by Sarah Martin. The location is 5532 South Street. A 6'1" blonde male weighing 245 pounds is the suspect.

DIRECTIONS: Item 29 is designed to assess your ability to describe incidents in a clear and effective manner. Each item contains a paragraph. A portion of each paragraph is UNDERLINED. You are to decide whether the UNDERLINED portion is clearly and effectively written.

For each item there are several possible corrections for the UNDERLINED portion of the sentence. There is also an option which indicates "NO ERROR". If you think that the UNDERLINED portion is **unclear or ineffectively written**, then choose the best alternative from the choices provided and mark the corresponding letter on your answer sheet. If you decide that the original UNDERLINED portion is **clearly and effectively written**, then choose answer "E" which indicates "NO ERROR".

29. This is Unit #288 at the 3500 block of Camino del Rio South. **A 2008 white Nissan 300ZX, occupied, has a fallen power line on it.**
- A. A power line has fallen on an occupied 2008 white Nissan 300ZX.
 - B. A power line, which has fallen, is on an occupied 2008 white Nissan 300ZX.
 - C. Fallen, on an occupied 2008 white Nissan 300ZX, is a power line
 - D. Occupied, a 2008 white Nissan 300ZX has a fallen power line on it.
 - E. NO ERROR

DIRECTIONS: Items 30 through 31 refer to the numbered sentences (S1), (S2), etc. presented in **random order** below. **Before** you respond to the items, you should first determine the proper arrangement of **all** sentences to create a written passage that is correctly organized, and has continuity of thought and discussion. In order to determine the correct order of **each** sentence in the passage, you must consider the logical flow of **all the sentences together**. To help you do this, first read each of the sentences then reorganize them until you have a properly written passage of information. Then when you answer the items, you will be able to refer to your reorganized paragraph to identify the correct position of each sentence. **Note: there is only one correct way to organize the sentences to form a properly written passage.**

RANDOMLY ORDERED SENTENCES

- (S1) At that point, the left front door of Car #2 sprang open and the driver, Christy Wilson, was thrown out.
- (S2) Car #1, which was driven by Bill Johnson, skidded 45 feet and hit Car #2 on the right side.
- (S3) I responded to a two car crash last night on Winding Creek Road.
- (S4) I administered first aid at the scene until the ambulance arrived and she was rushed to the hospital.
- (S5) I then completed my report after taking a statement from Mr. Johnson and the two witnesses that remained at the scene.

30. When the sentences have been arranged to create a written passage that is correctly organized, which sentence should directly **FOLLOW (S3)**?
- A. (S1)
 - B. (S2)
 - C. (S4)
 - D. (S5)
 - E. none of the above

RANDOMLY ORDERED SENTENCES

- (S1) After calming down, Mr. Sohne indicated that his truck, which was for sale, had been parked on the street near the entrance to the park.
- (S2) On Saturday, June 10th, I responded to a call about an auto theft near the north end of Ocean View Park.
- (S3) The call to police was made when he returned to find his truck missing.
- (S4) He said that a potential buyer had arrived and was interested in buying the truck.
- (S5) Upon arrival, I encountered a Mr. Sohne who was extremely agitated.
- (S6) He left the truck for just a few minutes so he could get the maintenance records which were in his house across the street.

31. When the sentences have been arranged to create a written passage that is correctly organized, which sentence should directly **FOLLOW (S2)?**

- A. (S1)
- B. (S3)
- C. (S4)
- D. (S5)
- E. none of the above

SECTION III: ANSWERS TO THE SAMPLE QUESTIONS

1. B
2. B
3. D
4. C
5. B
6. A
7. A
8. D
9. E
10. C
11. B
12. C
13. A
14. A
15. B
16. A
17. C
18. D
19. C
20. D
21. B
22. E
23. B
24. D
25. A
26. A
27. B
28. C
29. A
30. B
31. D

EXPLANATORY ANSWERS

In this section, explanations have been provided for a few of the sample test items in this Study Guide. These items cover the following sections: Reading Comprehension (items 1 through 3); Decision Making (items 15 and 16); and the Randomly Ordered Sentences items in the Written Communication Section (items 30 and 31).

READING COMPREHENSION

1. Choice “B” is the correct answer. The passage illustrates the benefit of community policing to both the community and the police.

Choice “A” is not correct. Nowhere in the passage does it state or imply that citizens should have a larger role in policing their community.

Choice “C” is not correct. While police officers do participate in and shape community relations on their beat, this was not the main meaning of the passage.

Choice “D” is not correct. Community policing does give citizens of a community direct access to the police. However, this is only one part of community policing and not the main meaning of the passage.

2. Choice “B” is the correct answer. The passage states that “Bullets, cartridges, and empty cases found at a crime scene can be very beneficial in determining the type and caliber of weapon used during the commission of a crime” then goes on to explain proper handling of spent bullets at a crime scene.

Choice “A” is not correct. The passage mentions removing the material encasing a spent bullet whenever possible, not always.

Choice “C” is not correct. Striations found on a bullet are not always unique; the passage only states they have the potential to be unique.

Choice “D” is not correct. The passage states that spent bullets may be used to identify the firearm used; the passage does not state that the location of the spent bullet provides any information regarding the type of firearm used.

3. Choice “D” is the correct answer. All the statements (“A through C”) are mentioned in the passage as being correct procedures for collecting spent bullets at a crime scene.

DECISION MAKING

15. Choice “B” is the correct answer. According to Section (E) of the Police Department Regulation, Frank’s vehicle is considered to be inoperable since it is missing a wheel. Frank would be in violation of the regulation if his vehicle has been parked on the street in this condition for more than four consecutive hours. Since we do not know how long Frank’s vehicle has been parked on the street, more information is required to determine if this action violates the regulation.

16. Choice "A" is the correct answer. According to Section (F) of the Police Department Regulation, camp trailers and utility trailers are excluded from the provision which states that unattached semitrailers may not be parked on the street except for the purpose of loading and unloading. Therefore, Sarah is not in violation of the regulations when she parks her utility trailer on the street overnight.

WRITTEN COMMUNICATION – RANDOMLY ORDERED SENTENCES

30. Choice "B" is the correct answer since sentence (S3) should directly follow sentence (S2). The correct order for the sentences is: (S3) – (S2) – (S1) – (S4) – (S5) as shown below.

I responded to a two car crash last night on Winding Creek Road. Car #1, which was driven by Bill Johnson, skidded 45 feet and hit Car #2 on the right side. At that point, the left front door of Car #2 sprang open and the driver, Christy Wilson, was thrown out. I administered first aid at the scene until the ambulance arrived and she was rushed to the hospital. I then completed my report after taking a statement from Mr. Johnson and the two witnesses that remained at the scene.

31. Choice "D" is the correct answer since sentence (S5) should directly follow sentence (S2). The correct order for the sentences is: (S2) – (S5) – (S1) – (S4) – (S6) – (S3) as shown below.

On Saturday, June 10th, I responded to a call about an auto theft near the north end of Ocean View Park. Upon arrival, I encountered a Mr. Sohne who was extremely agitated. After calming down, Mr. Sohne indicated that his truck, which was for sale, had been parked on the street near the entrance to the park. He said that a potential buyer had arrived and was interested in buying the truck. He left the truck for just a few minutes so he could get the maintenance records which were in his house across the street. The call to police was made when he returned to find his truck missing.