

Entrance Exam Content Definitions & Study Guide Resources

Match the section numbers with the corresponding definitions below. You will only be tested on the section numbers listed next to the program of your choice.

Automotive Technology - Sections 1 & 2

Electrical Technology - Sections 1, 2, 3, 4 & 5

Heating, Ventilation & Air Conditioning Technology - Sections 1, 2, 4 & 6

Information Technology & Communication Systems - Sections 1, 2, 3, 5 & 6

Instrumentation & Industrial Automation - Sections 1, 2, 3, 4 & 5

Machine Technology - Sections 1, 2 & 4

Medical Office Administration & Coding - 7, 8, 9 & 10

Office Administration - Sections 7, 8, 9 & 10

Visual Communication & Graphic Technology - Sections 1, 6, 7, 8, 9, 10 & 11

General Classification - Fractions, percentages, cube counting, word definitions, drawing recognition and reading measurements.

Fractions: <http://www.sparknotes.com/math/prealgebra/fractions/section2.rhtml>

Basic math and story problems: <http://www.testprepreview.com/modules/mathematics1.htm>

Percentages: <http://www.sparknotes.com/math/prealgebra/percents/section2.rhtml>

Wiesen, Joel P., Barron's "How to prepare for Mechanical Aptitude & Spatial Relations Tests"

Chapter 15

2 **Mechanical Comprehension** - Force, gravity, gears, pulleys, levers and weight distribution.

The laws of physics: <http://www.sparknotes.com/physics/>

Wiesen, Joel P., Barron's "How to prepare for Mechanical Aptitude & Spatial Relations Tests"

Chapters 3, 4 & 5

Numerical Progression - A progression of numbers by either addition, multiplication, subtraction or division.

Quiz and answer guide: <http://www.funtrivia.com/playquiz/quiz504975cab80.html>

Explanation of numerical progression: <http://www.purplemath.com/modules/nextnumb.htm>

Pattern Recognition - Spatial views - top, front and sides. Shapes and objects, matching parts and figures.

Wiesen, Joel P., Barron's "How to prepare for Mechanical Aptitude & Spatial Relations Tests"

Chapters 9 - 12

Pre-Algebra / Algebra 1 - Fractions, division, multiplication, subtraction, solve for x, multiplying powers, FOIL method, simplifying, averages, percentages, Electrical Laws: $E=I \times R$ & $P=I \times E$ Solve, Distance = Rate (Time).

Order of operations: <http://www.sparknotes.com/math/#algebra1>

Color Identification Test - Identify several different colors on wire strands.

7 **Language Usage Skills** - Timed (20 minutes) - Sentence structure, grammar, punctuation and spelling.

Quiz and answer: <http://www.testprepreview.com/modules/grammarpart1.htm>

<http://www.testprepreview.com/modules/commas.htm>

8 **Reading Comprehension Skills** - Timed (30 minutes) - Word recognition, vocabulary analysis and content comprehension.

Quiz and answer: <http://www.testprepreview.com/modules/reading1.htm>

9 **Numerical Skills** - Timed (30 minutes) - Addition, subtraction, multiplication, division, fractions, story problems, decimals and percentages.

Quiz and answer: <http://www.testprepreview.com/modules/mathematics1.htm>

10 **Computer Typing Test** - Applicant is allowed an unlimited number of attempts to reach 20 words per minute with no errors.

11 **Written Essay** - Writing assignment evaluated on basic spelling and grammar (150-200 words).
Basic grammar rules: <http://www.sparknotes.com/writing/style/>

Rev. 9/23/2009

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