

[www.smw80jac.org](http://www.smw80jac.org)

Applicant # \_\_\_\_\_

Date of Testing:

Wednesday January 24, 2018

Test Times:

8:00 – 12:00pm or 12:30-4:30pm

Location:

Macomb Community College – MTEC Building

(Located at 11 ½ Mile Rd & Van Dyke)

7900 Tank Ave

Warren, MI 48092

### Assessments for Sheet Metal Local 80

The Trustees have established a minimum of Level 3 in all assessments in order to pass the entrance exam. You will take 3 WorkKeys assessments, they are Reading for information, Locating information and Applied Mathematics. The time allotted for each assessment is 55 minutes. You will also take 1 Mechanical Reasoning assessment at 25 minutes and will be given in the order below. For additional information and for sample questions, please visit: <http://www.act.org/workkeys/assess/>. "Mechanical Aptitude", Publisher, Arco, New York, Author: Joan U. & Norman Levy (this is a book of sample tests) available at the South Campus Library and at the Center Campus Library (BF 433 .M4 M43) and may be available online.

The average score is weighted as follows;

Reading for Information	25%
Applied Mathematics	25%
Locating Information	25%
Mechanical Reasoning	25%

**Reading for Information – Workplace Documents:** 35 Questions, 55 minutes timed test  
Score will be delivered as Level 3,4 5,6 or Level 7

The *Reading for Information* test measures the skill people use when they read and use written text in order to do a job. The written texts include memos, letters, directions, signs, notices, bulletins, policies, and regulations. It is often the case that workplace communications are not necessarily well-written or targeted to the appropriate audience. *Reading for Information* materials do not include information that is presented graphically, such as in charts, forms, or blueprints.

There are five levels of difficulty. Level 3 is the least complex, and Level 7 is the most complex. The levels build on each other, each incorporating the skills assessed at the preceding levels. For example, at Level 5, individuals need the skills from Levels 3, 4, and 5. The reading materials at Level 3 are short and direct. The material becomes longer, denser, and more difficult to use as readers move toward Level 7. The tasks also become more complex as readers move from Level 3 to Level 7. At Level 3, readers begin by finding very obvious details and following short instructions. At the more complex levels, tasks can also involve more application and interpretation.

**Applied Mathematics:** 34 Questions, 55 minute timed test

Score will be delivered as Level 3,4 5,6 or Level 7

The *Applied Mathematics* test measures the skill people use when they apply mathematical reasoning, critical thinking, and problem-solving techniques to work-related problems. The test questions require the examinee to set up and solve the types of problems and do the types of calculations that actually occur in the workplace.

This test is designed to be taken with a calculator. A formula sheet that includes all formulas required for the assessment will be provided during the test. While individuals may use calculators and conversion tables to help with the problems, they still need to use math skills to think them through.

There are five levels of difficulty. Level 3 is the least complex, and Level 7 is the most complex. The levels build on each other, each incorporating the skills assessed at the previous levels. For example, at Level 5, individuals need the skills from Levels 3, 4, and 5.

**Locating Information – Graphic Literacy:** 38 Questions, 55 minute timed test

Score will be delivered as Level 3,4 5, or Level 6

The *Locating Information* test measures the skill people use when they work with workplace graphics. Examinees are asked to find information in a graphic or insert information into a graphic. They also must compare, summarize, and analyze information found in related graphics.

The skill people use when they locate, synthesize, and use information from workplace graphics such as charts, graphs, tables, forms, flowcharts, diagrams, floor plans, maps, and instrument gauges is a basic skill required in today's workforce.

There are four levels of difficulty. Level 3 is the least complex, and Level 6 is the most complex. The levels build on each other, each incorporating the skills assessed at the preceding levels. For example, Level 5 includes the skills used at Levels 3, 4, and 5. At Level 3, examinees look for information in simple graphics and fill in information that is missing from simple graphics. At Level 6, examinees may use the information in one or more complex graphics to draw conclusions and make decisions. The complexity can also increase as the quantity and/or density of the information increases.

**Bennett Mechanical Comprehension:** This aptitude test measures your ability to understand and apply basic mechanical principles of machinery, tools & motion. It uses pictures of mechanical situations to assess your mechanical reasoning ability. This test is done on a Scantron form and is scored in raw (total correct) or percentile form.