

## **Taking the Nassau County 2018 Police Examination: Key Information**

### ***Format of the Examination***

The entire examination is computer-based and administered in a proctored environment. All exam questions are multiple-choice. All questions must be answered on the iPad provided. Examples of the types of questions on the examination are provided in this document.

There is an overall time limit of two (2) hours to complete the examination. **If you are not finished when time is up, you will not receive credit for any questions you did not answer.** There is sufficient time provided to complete the whole exam as long as you work at a steady pace and do not spend too much time on a single question.

### ***When You Come to the Examination Session***

Please report for the examination at your scheduled date and time. Be sure to allow for traffic and weather conditions, since all testing sessions will start promptly at the announced time, and late arrivals will not be admitted.

**You must bring your Driver's License or other photo ID into the examination location.** If you do not have your photo ID, you may not be admitted. You will not be allowed to use scratch paper, a calculator, dictionary or other aids and study materials during the examination, and you will be prohibited from bringing such items into the testing room.

See the *Frequently Asked Questions* on the last page of this document for additional information about items that are prohibited at the testing locations.

### ***Types of Questions on the Examination***

There are three types of questions on the examination.

The first type of question will present a *policy statement or work procedure*, which is enclosed in a box, followed by several questions that must be answered using the information contained in the policy or procedure. Each question has five possible response options. You must choose the **one correct answer** to each question.

An example is shown on the next page:

### Fish Commission Regulations

1. A state fishing license issued by the Commission entitles the holder to take fish from the waters of this state by angling, spearing, hooking, and longbow; and to take bait fish for personal use. Except as described in Regulation 3 below, the taking of fish without possession of a state fishing license is a violation of these Regulations.
2. The following means or circumstances of taking fish are prohibited, and are a violation of these Regulations:
  - a. by use of explosives, chemicals, or electric current for the purpose of stunning or killing fish;
  - b. by use of firearms, pellet guns, slingshots or similar devices that launch a projectile;
  - c. by diverting water from or draining a body of water; or
  - d. while fishing without permission on a Native American reservation.
3. The following individuals are exempt from the requirement to possess a state fishing license in order to take fish:
  - a. Minors under the age of 16.
  - b. Members of recognized Native American tribes when fishing within the boundaries of their reservation lands located in this State. Tribes may also grant permission to non-members to fish on reservation lands. Such permitted non-members are also exempt from licensing requirements while fishing on the reservation.
  - c. The owner of farm property when fishing on bodies of water completely within the boundaries of the farm property. This exemption applies if the owner resides on the farm property and the farm is being actively cultivated or used to raise animals. A farm owner exemption also applies to the immediate family of the owner (grand-parents, parents, siblings, children, grand-children), regardless of their place of residence.
  - d. The owner and employees of a fish hatchery that is licensed for that purpose by the State Department of Agriculture. This exemption applies to the taking of fish on the property of the fish hatchery. In addition, the prohibition cited in Regulation 2c above regarding the manner of taking fish does not apply to this type of facility.

**Sample Question 1: The actions described below all take place in the state to which the Fish Commission Regulations apply. Which of the following individuals have violated the Regulations? Choose the one correct answer.**

- A. Annie, age 30, who lives in another state, is visiting her brother who owns and lives on an active dairy farm. Without getting the brother's permission, Annie goes to a stock pond which is entirely within the boundaries of the farm and spears two fish. Annie does not possess a state fishing license.
- B. Bart, age 15, is a member of a recognized Native American tribe and lives on the reservation. He goes fishing with a rod and reel from his canoe on a stream that passes through the reservation, but catches nothing. He then paddles beyond the reservation boundary, at which location he catches several fish. Bart does not possess a state fishing license.
- C. Clyde, age 42, is the owner of a licensed fish hatchery. Several large fish have found their way into a pond where trout are being raised, and are causing considerable losses among the immature trout. Clyde uses a small caliber pistol to shoot the invading fish. Clyde possesses a state fishing license.

- D. Dan, age 19, who possesses a state fishing license, is fishing with a rod and reel just outside the boundary of a Native American reservation. The boundary is clearly posted, “No fishing, hunting or trapping without tribal permission.” Dan ignores the posting, enters the reservation and fishes for some time. He does not catch fish either before or after entering the reservation.
- E. All of the above individuals have violated Fish Commission Regulations.

**The correct answer is C.**

***Discussion of answers to Sample Question 1:***

Annie does not need a license because she is the sister of a resident, active farmer, and the body of water where she was fishing is fully within the owner’s farm property (Regulation 3c). Her method of taking the fish (spearing) is proper under Regulation 1. Her out-of-state residency does not affect her exemption. Nothing in the Regulations requires her to obtain her brother’s permission to fish.

Bart does not need a license to take fish outside the reservation because he is under the age of 16 (Regulation 3a).

Clyde violated Regulation 2b by using a firearm to kill the invading fish. The exemption regarding permissible methods of taking fish at fish hatcheries is for Regulation 2c only (diverting or draining water).

Dan trespassed on the reservation and fished after doing so. If discovered, his actions might lead to criminal or civil charges being brought against him by the tribe. However, he did not violate Regulation 2c, which addresses only prohibited taking of fish, since he did not take any fish while trespassing.

***Hints for Answering the Policy Statement and Work Procedure Questions:***

In answering each question, unless the correct answer is obvious to you, a good strategy is to try to eliminate some of the clearly wrong answers first. Then, even if you need to guess at your final answer, you will have a better chance of choosing the right one.

If you find some questions to be very difficult, don’t get stuck on them and use up a lot of time. Come back to the skipped ones later when you are sure you have time remaining. There is no penalty for guessing. Even if you don’t have any idea of the answer to a question, choose a response option. An unmarked question is automatically scored as “wrong.”

The second type of question asks you to describe your *work and educational experiences*. Answer this type of question by choosing the response that *best or most accurately* describes your own experiences. Here are examples of this question format:

**Sample Question 2: How often have you been absent from work without a valid reason in the past year?**

- A. never
- B. once or twice
- C. three or four times
- D. five or more times
- E. Does not apply to me because I am self-employed, or I have not worked in the past year

**Sample Question 3: If we contacted your most recent supervisors (or teachers, if you are a student), how would they most likely describe your work habits?**

- A. Best when I work alone
- B. Better when I work with one person
- C. Better with some people than others
- D. Good when I work with anyone
- E. I don't know

The third type of question asks you whether you agree or disagree with a statement based on your own *life experiences and opinions*. Here are examples:

**Sample Question 4: People say that I'm flexible and open to change.**

- A. Agree
- B. Disagree

**Sample Question 5: I prefer to read short articles or summaries rather than lengthy documents.**

- A. Agree
- B. Disagree

In answering either of the preceding types of questions, you should strive to be accurate and truthful. The answers you select may be verified in later stages of the selection process. If you provide false or inaccurate information during the selection process, you may be disqualified from employment.

***Some General Suggestions for Taking the Exam:***

Get plenty of rest the night before the exam, and be sure not to miss a meal before your exam session. Lack of rest and food are likely to hurt your ability to concentrate.

Stay relaxed and confident. If you feel anxious before or during a test, take several slow, deep breaths to relax. Do not get worried or frustrated. If you get stuck on a question, reread it to make sure you understand it, and then try to solve it the best way you know how. If you are still stuck, move on and come back to it later.

Keep track of time. Be aware of when the exam will end, and periodically check how much time is left and how much more time you need to complete the exam. If you work at a steady pace, you should have plenty of time to finish all the items.

Use remaining time for review. Resist the urge to leave as soon as you have completed all the items. Check the clock and go back through the questions to make sure you have answered all the questions. If there were some questions you were unsure about, take any remaining time to go back and review them. Review your answers, making sure that you did not make any careless mistakes, such as selecting a response that you didn't intend to select or skipping a question.

***Frequently Asked Questions  
Related to the Nassau County Police Exam***

Q: *How can I prepare for the exam?*

A: The best way to prepare for the exam is to review the material presented in this document. You can also access this information on the Nassau County Police Department web site at [www.pdcn.org](http://www.pdcn.org) and the Nassau County Civil Service Commission web site at [www.nassaucivilservice.com](http://www.nassaucivilservice.com). It may be helpful for you to prepare for the exam as if you were going to a job interview. For example, think about your past work experience, your education, and other information about your background, and be able to answer questions about these topics. You should also get a good night's rest before your scheduled exam session. Do not skip any meals and stay relaxed during the exam to do your best.

Q: *What do I need to bring with me to the exam? What should I not bring?*

A. You must bring your Driver's License or photo ID to enter the exam room. If you do not have your photo ID, you may not be admitted.

You will not be allowed to bring anything else into the exam room with you, including, but not limited to: cell phones, beepers, pagers, notebooks, calculators, cameras, radios, headphones, briefcases, back packs, weapons of any type, bags, boxes, food or drink. Candidates who are authorized to carry firearms are instructed not to bring firearms into the examination location. Be advised that there are no facilities at the examination locations to provide secure storage of any prohibited item, and that the examination staff is not authorized to take possession of any such articles. Failure to comply with this requirement may result in your disqualification.

Q: *What if I am unable to take the exam at the date and time that I am assigned?*

A. Requests for special arrangements and/or an alternative examination date must be made to this Commission, in writing, **as soon as** the conflict/problem arises; documentation is required, and will be reviewed against established criteria. In the event of illness, written verification from a professional health care provider is required. Arriving late or failing to show up will cause you to lose your application fee and your opportunity to take the exam.

Q: *How will I find out how I did on the exam?*

A. You will be notified of your exam score by mail/email. No scores or results will be released over the phone. Please note that obtaining a passing score on the exam does not guarantee you a job as a police officer.