

1. What does the Shield represent on the SkillsUSA emblem?
 - a) Democracy
 - b) Liberty
 - c) Patriotism
 - d) The United States of America
2. The SkillsUSA creed lists the following:
 - a) Dignity of Work
 - b) The American way of Life
 - c) Education
 - d) All of the above
3. To make a motion at a meeting, you must bring the statement of your motion by saying:
 - a) "I feel we should"
 - b) "I make a motion that"
 - c) "If we could please do this"
 - d) "I move that"
4. The SkillsUSA motto is:
 - a) Preparing for Leadership in the School
 - b) Preparing for Leadership in the Community
 - c) Preparing for Leadership in the World of Work
 - d) Preparing for Leadership in the Future World
5. In what year was SkillsUSA established in Arizona?
 - a) 1965
 - b) 1963
 - c) 1967
 - d) 1969
6. What does the color blue represent to SkillsUSA?
 - a) The union of the States and the Chapters
 - b) The union of all the Individuals
 - c) The individual States and Chapters
 - d) The past national officers
7. With official SkillsUSA attire, what type of slacks is acceptable?
 - a) Blue jeans
 - b) Tan slacks
 - c) Black slacks
 - d) Red slacks
8. Orbital circles represent:
 - a) Long meeting
 - b) Knowledge
 - c) Industrial Society
 - d) Technology

9. In goal setting, there are how many parts to a goal statement?
- One
 - Two
 - Three
 - Four
10. Some behaviors that would not be directly related to cultural diversity are:
- Celebrated holidays
 - Type of food they eat
 - The country of origin
 - All of the above are related
11. All the following are benefits of a Community Service Project except:
- Leadership development
 - Seeing people worse off than you
 - Pride in quality of work
 - Recognition for students and programs
12. There are _____ negative behaviors to cope with stress?
- Four
 - Five
 - Six
 - Seven
13. There are ____ positive behaviors to cope with stress?
- Eight
 - Nine
 - Ten
 - Eleven
14. Stress is *not*:
- Chemical
 - Mental
 - Physical
 - All of the above are a part of stress
15. When traveling, it is expected to tip what percentage of your bill to waiters and waitresses?
- 15%
 - 20%
 - 10%
 - 11%
16. Taking items from the hotels is:
- Allowed
 - Gratuity
 - Stealing
 - Showing you liked the place
17. In business meetings, how many people preside at one time?
- One
 - Two
 - Three
 - Four

18. When meeting a professional for the first time in a business setting, you could:
 - a) Offer your hand for a handshake
 - b) Give them a kiss
 - c) Comment on what they are wearing
 - d) Ignore them

19. When seeking employment, you should
 - a) Know what the company does
 - b) Know the name of the person you are meeting
 - c) Have an appointment in advance
 - d) All of the above

20. In filling out an application, you should use a:
 - a) A #2 pencil
 - b) Ink pen, dark blue or black ink
 - c) A crayon
 - d) A dark blue or black marker

21. How many applications should you ask for?
 - a) One
 - b) Two
 - c) Three
 - d) Four

22. A mentor should not be:
 - a) Counselor
 - b) Teacher
 - c) A peer
 - d) Advisor

23. When giving a presentation, you should:
 - a) Know what the purpose is
 - b) Know what you are talking about
 - c) Know why it is important
 - d) All of the above

24. When preparing to give a presentation, you should:
 - a) Assume you are the expert or they would not be asking you to give it
 - b) Wing it
 - c) Practice, practice, practice
 - d) All of the above

25. In a meeting when a motion is made, you:
 - a) Begin to discuss it
 - b) Get up and leave if you don't like it
 - c) Vote on it immediately
 - d) Need a second to discuss it

26. In a business meeting:
 - a) Each member has the right to express ideas
 - b) The decision of the majority must be followed
 - c) The rights of the minority are protected
 - d) All of the above

27. When greeting someone, you should use a:
- A flaccid handshake
 - A loose handshake
 - A firm handshake
 - All of the above are acceptable
28. Which is not true in parliamentary procedure rules?
- One person presides to enforce the rules
 - Only one question (subject) can be discussed at a time
 - The vote of the minority of the members is followed
 - None of the above
29. When is the State Officer Team elected?
- Fall Leadership Conference
 - Leadership Training Camp
 - State Championships
 - National Leadership Conference
30. Time management skills are used for:
- Work time
 - Leisure time
 - Party time
 - All of the above
31. If you wanted to find out about welding, you should:
- Job Shadow a welder
 - Research it online
 - Talk to the welding instructor at your school
 - All of the above
32. Effective communications is
- Speaking
 - Listening
 - Both speaking and listening
 - None of the above
33. The two types of listening skills are:
- Active and critical
 - Quiet and loud
 - Passive and loud
 - Active and passive
34. Which of the following does not belong in a portfolio?
- Photos or videos of your project
 - Letters of recommendation
 - Pictures of your vacation
 - All of the above
35. Which part of the SkillsUSA emblem represents the individual?
- The hands
 - The flaming torch
 - The shield
 - The words "SkillsUSA"

36. The SkillsUSA officer responsible for preparing and presenting chapter minutes is:
- President
 - Vice-president
 - Secretary
 - Parliamentarian
37. A collection of work representing education, self-development and career information is:
- Portfolio
 - Resume
 - Job Application
 - A scrap book
38. What is the written statement from a person in authority who acts as an endorsement of your positive attributes?
- Application
 - Letter of reference
 - Affidavit
 - Portfolio
39. In proper dinner setting placement the dinner fork goes where?
- The left side of the entrée plate
 - The right side of the entrée plate
 - On top of the bread plate
 - In front of the entrée plate
40. A method of creating a lot of ideas in a short period of time and expanding your thinking is called:
- Reading
 - Brainstorming
 - Developing
 - Teaming
41. "To honor and respect my vocation in such a way as to bring repute to myself" is part of the:
- The SkillsUSA Motto
 - The SkillsUSA Creed
 - The SkillsUSA Pledge
 - The SkillsUSA Theme
42. What does the acronym PDP stand for?
- Personal Development Program
 - Professional Development Program
 - Professionals Developing People
 - None of the above
43. When using parliamentary procedure during a meeting, the following can be used when voting:
- Voice
 - Hand
 - Standing
 - All of the above
44. "I believe in the American way of life" is part of:
- The SkillsUSA Motto
 - The SkillsUSA Creed
 - The SkillsUSA Pledge
 - The SkillsUSA Theme

45. According to the Leadership Handbook, a public speech should be broken down into what three basic parts?
- a) Introduction, body and closing
 - b) Opening. Examples and review
 - c) Instruction, speech and summary
 - d) Review, evidence and thank you
46. If there is no second to a motion, the motion is said to be:
- a) Passed
 - b) Forgotten
 - c) Lost
 - d) Tabled
47. The symbol of the emblem that represents the industrial society is:
- a) The shield
 - b) The gear
 - c) The flaming torch
 - d) The orbital circles
48. When you speak or meet other people you should:
- a) Smile
 - b) Take the initiative to introduce yourself
 - c) Use good manners
 - d) All of the above
49. Which of the following would be satisfactory in a professional email?
- a) LOL
 - b) BTW
 - c) BRB
 - d) None of the above
50. Who is the current Director for SkillsUSA—Arizona?
- a) George W. Bush
 - b) Tim Lawrence
 - c) Scott Soldat
 - d) Chuck Norris

1. C
2. D
3. D
4. C
5. C
6. A
7. C
8. D
9. C
10. D
11. B
12. B
13. C
14. D
15. A
16. C
17. A
18. A
19. D
20. B
21. B
22. C
23. D
24. C
25. D
26. D
27. C
28. C
29. C
30. D
31. D
32. C
33. D
34. C
35. A
36. C
37. A
38. B
39. A
40. B
41. C
42. B
43. D
44. B
45. A
46. D
47. B
48. D
49. D
50. C