

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?
  - a) One
  - b) Two
  - c) Three
  - d) Four
  
10. Some behaviors that would not be directly related to cultural diversity are:
  - a) Celebrated holidays
  - b) Type of food they eat
  - c) The country of origin
  - d) All of the above are related
  
11. All the following are benefits of a Community Service Project except:
  - a) Leadership development
  - b) Seeing people worse off than you
  - c) Pride in quality of work
  - d) Recognition for students and programs
  
12. There are \_\_\_\_\_ negative behaviors to cope with stress?
  - a) Four
  - b) Five
  - c) Six
  - d) Seven
  
13. There are \_\_\_\_ positive behaviors to cope with stress?
  - a) Eight
  - b) Nine
  - c) Ten
  - d) Eleven
  
14. Stress is *not*.
  - a) Chemical
  - b) Mental
  - c) Physical
  - d) 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?
  - a) 15%
  - b) 20%
  - c) 10%
  - d) 11%
  
16. Taking items from the hotels is:
  - a) Allowed
  - b) Gratuity
  - c) Stealing
  - d) Showing you liked the place
  
17. In business meetings, how many people preside at one time?
  - a) One
  - b) Two
  - c) Three
  - d) 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) A flaccid handshake
  - b) A loose handshake
  - c) A firm handshake
  - d) All of the above are acceptable
  
28. Which is not true in parliamentary procedure rules?
  - a) One person presides to enforce the rules
  - b) Only one question (subject) can be discussed at a time
  - c) The vote of the minority of the members is followed
  - d) None of the above
  
29. When is the State Officer Team elected?
  - a) Fall Leadership Conference
  - b) Leadership Training Camp
  - c) State Championships
  - d) National Leadership Conference
  
30. Time management skills are used for:
  - a) Work time
  - b) Leisure time
  - c) Party time
  - d) All of the above
  
31. If you wanted to find out about welding, you should:
  - a) Job Shadow a welder
  - b) Research it online
  - c) Talk to the welding instructor at your school
  - d) All of the above
  
32. Effective communications is
  - a) Speaking
  - b) Listening
  - c) Both speaking and listening
  - d) None of the above
  
33. The two types of listening skills are:
  - a) Active and critical
  - b) Quiet and loud
  - c) Passive and loud
  - d) Active and passive
  
34. Which of the following does not belong in a portfolio?
  - a) Photos or videos of your project
  - b) Letters of recommendation
  - c) Pictures of your vacation
  - d) All of the above
  
35. Which part of the SkillsUSA emblem represents the individual?
  - a) The hands
  - b) The flaming torch
  - c) The shield
  - d) 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?
- Introduction, body and closing
  - Opening. Examples and review
  - Instruction, speech and summary
  - Review, evidence and thank you
46. If there is no second to a motion, the motion is said to be:
- Passed
  - Forgotten
  - Lost
  - Tabled
47. The symbol of the emblem that represents the industrial society is:
- The shield
  - The gear
  - The flaming torch
  - The orbital circles
48. When you speak or meet other people you should:
- Smile
  - Take the initiative to introduce yourself
  - Use good manners
  - All of the above
49. Which of the following would be satisfactory in a professional email?
- LOL
  - BTW
  - BRB
  - None of the above
50. Who is the current Director for SkillsUSA—Arizona?
- George W. Bush
  - Tim Lawrence
  - Scott Soldat
  - 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