The Entrance Exam for entry level Victoria Police Department employees measures the basic skills necessary to perform successfully within our Police Department.

The test covers skills in four areas:

1. Math
2. Reading Comprehension
3. Language
4. Writing

Each test section is timed (between 15 and 25 minutes each), and contains between 10 and 25 questions. The tests will be graded based on how many questions are answered correctly on each section.

Therefore, given the limited time in which to answer questions, examinees should focus their time and attention on the questions that they find easier. Spending too much time on one question can result in the examinee running out of time and not being able to answer other questions.

The test booklet may be used as scratch paper, but otherwise, examinees will not be allowed to utilize calculators, dictionaries or any other aid.
Math Skills
In the math portion of the exam, examinees are provided with situations that require the use of basic arithmetic. Examinees will be required to read a word problem, apply the appropriate arithmetic operations, and then select the correct multiple-choice answer. On the math section of the exam, there are 20 questions similar to the ones below, and examinees are given 20 minutes to complete the section.

Sample questions

1. Following the arrest of 3 drug dealers, police officers took cash from the arrested persons in the following bill amounts:

<table>
<thead>
<tr>
<th></th>
<th>100s</th>
<th>50s</th>
<th>20s</th>
</tr>
</thead>
<tbody>
<tr>
<td>Johnson</td>
<td>20</td>
<td>2</td>
<td>10</td>
</tr>
<tr>
<td>Reed</td>
<td>50</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Thompson</td>
<td>10</td>
<td>10</td>
<td>50</td>
</tr>
</tbody>
</table>

   How much cash did the officers retrieve from suspect Johnson?
   ○ $2,300
   ○ $2,500
   ○ $5,000
   ○ $9,800

2. Bail for Mr. Anderson was set at $25,000. In order to be released, he must pay 10% of this in cash. How much must Mr. Anderson pay?
   ○ $25
   ○ $250
   ○ $2,050
   ○ $2,500

3. A car skidded 8 feet, 11 inches before coming to a complete stop. The accident report must list the distance in inches only. What distance should be entered on the report?
   ○ 12
   ○ 88
   ○ 107
   ○ 132

4. An appliance store is burglarized and 21 clock radios with a total value of $1050 are stolen. What is the average value of the radios.
   ○ $10.50
   ○ $50.00
   ○ $55.00
   ○ $105.50
   ○ $22,050
Math Skills (continued)

5. On Thursday, Officer Jackson worked the 3 p.m. to 11 p.m. shift. At 10:55 p.m. he was called to the scene of an accident where he remained until 1:30 a.m. How long past his regular shift did Officer Jones work?
   - 55 minutes
   - 1 hour, 5 minutes
   - 2 hours
   - 2 hours, 30 minutes
   - 3 hours, 5 minutes

6. On her police report, an officer listed the following items as stolen property and damaged property:

<table>
<thead>
<tr>
<th>Code</th>
<th>Quantity</th>
<th>Description</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>S</td>
<td>1</td>
<td>Camera</td>
<td>$259.99</td>
</tr>
<tr>
<td>S</td>
<td>1</td>
<td>Television</td>
<td>$389.95</td>
</tr>
<tr>
<td>D</td>
<td>1</td>
<td>Laptop Computer</td>
<td>$950.00</td>
</tr>
<tr>
<td>S</td>
<td>1</td>
<td>Laser Printer</td>
<td>$525.50</td>
</tr>
<tr>
<td>D</td>
<td>1</td>
<td>Lawn Mower</td>
<td>$189.99</td>
</tr>
<tr>
<td>D</td>
<td>1</td>
<td>Vacuum</td>
<td>$129.95</td>
</tr>
</tbody>
</table>

CODES:  D=Damaged Property     S=Stolen Property

What is the total value of all the property listed in the report?
   - $2,149.38
   - $2,399.96
   - $2,445.38
   - $2,455.38

What is the value of the property listed as STOLEN?
   - $1,174.98
   - $1,175.44
   - $1,210.94
   - $1,269.94

7. A police officer is called to an accident scene across town from his present location. If he has to travel three miles on Miller Road, four miles on route 66, and 14 miles on interstate 30, how many miles does he have to travel to get to the accident scene.
   - 19 miles
   - 21 miles
   - 66 miles
   - 73 miles
   - 96 miles
Reading Comprehension Skills
In the reading comprehension portion of the exam, examinees will read passages relating to police duty and will then answer questions based on these passages. No prior knowledge of law or law enforcement will be needed to answer the questions. All the information needed to answer the questions will be provided in the passage. The passages in the exam are not intended to represent actual law of any particular state. The passages present potential rules and laws relating to police work.

Three different types of questions are asked in this portion of the exam.
(1) True/false questions in which a statement will be given concerning a passage or a sample report form. The statement will be either accurate and true based on the passage or form, or the statement will be inaccurate and false according to the passage or form.
(2) Questions in which examinees will be asked to choose the correct answer according to the information presented in the passage or on a sample report form.
(3) Questions in which examinees will be asked to choose the alternative that best completes the sentence.

On the reading comprehension section of the exam, there are 25 questions similar to the ones below, and examinees are given 25 minutes to complete the section.

Sample questions

Read the sample passage below and then answer the sample questions. An example of each type of question is provided.

Questions 1-3 are based on the following passage:
Every inmate entering the jail must be considered a potential carrier of disease and contraband. In order to protect the employees and inmates of the jail, a thorough search of each inmate must be conducted. This search should be performed after booking but before the person has had an opportunity to enter the cell area.

1. According to the sample passage, inmates entering the jail can enter the cell area before they are searched:
   ○ True
   ○ False

2. According to the sample passage, who of the following is a potential carrier of disease and contraband?
   ○ inmates entering the jail
   ○ current employees
   ○ civilians visiting inmates
   ○ all of the above

3. According to the sample passage, a search should be conducted:
   ○ immediately upon an inmate’s arrival to the jail
   ○ after an inmate enters the holding cell
   ○ after an inmate has been booked
Reading Comprehension Skills (continued)

Questions 4 and 5 are based on the incident report form and the incident description below.

<table>
<thead>
<tr>
<th>INCIDENT REPORT – POLICE DEPARTMENT</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. ADDRESS OF INCIDENT</td>
</tr>
<tr>
<td>5. NAME OF VICTIM: INDIVIDUAL OR BUSINESS</td>
</tr>
<tr>
<td>7. ASSIGNED OFFICERS / BADGE NUMBERS</td>
</tr>
<tr>
<td>11. NAME OF SUSPECT</td>
</tr>
<tr>
<td>19. HAIR COLOR</td>
</tr>
<tr>
<td>22. CHARGES</td>
</tr>
<tr>
<td>23. ITEM</td>
</tr>
<tr>
<td>27. ITEM</td>
</tr>
<tr>
<td>31. ITEM</td>
</tr>
<tr>
<td>35. SIGNATURE OF OFFICER/BADGE NUMBER</td>
</tr>
</tbody>
</table>

Jack Hanson, owner of ABC Tool Store at 1498 S. Hampton Road, Dallas, called police 9-1-1 at 8:00 a.m., Wednesday, August 5, to report that his store had been burglarized during the night. Officers Susan Mills and Robert Carson arrived at the store at 8:12 a.m. to investigate the incident. Mr. Hanson reported that a computer and $123.75 from the cash register were missing.

4. The incident report can be fully completed based on the information in the paragraph.
   - True
   - False

5. The incident was reported to police on August 5.
   - True
   - False
Language Skills
In the language skills portion of the exam, examinees are required to identify errors in grammar, punctuation, or spelling. There are two types of questions presented in this section. The first type presents incomplete sentences and the examinee must choose the alternative that best completes the sentence. The second type presents sentences that contain a spelling error and the examinee must choose the alternative that contains the misspelled word.

On the language skills section of the exam, there are 20 questions similar to the ones below, and examinees are given 15 minutes to complete the section.

Sample questions

1. In the past year, the police department handled hundreds of calls. During that time, Officer Smith ___________ twenty  
   O receive  O received  O receives  O receiving

2. complimentary phone __________ from private citizens.  
   O calls  O call’s  O calls’

3. A police officer must have high regard for his own appearence because police officers are public figures.  
   Which word in the sentence above is misspelled?  
   O officer  O regard  O appearence  O figures  O none of the above

4. Officer Hill searched the suspect and found three ________________ in the suspect’s backpack.  
   O knife  O knifes  O knives

5. During _____ existence from 1974-1976, the old police dispatch center received 520,000 calls requesting police services.  
   O its  O it’s  O its’

6. The officer ______ working overtime last night.  
   O was  O were

7. Driving an automobile while under the influence of alcohol or drugs is prohibited by law.  
   Which word in the sentence above is misspelled?  
   O automobile  O influence  O alcohol  O prohibited  O none of the above

8. After arresting the suspect, Officer Carson ___________ the suspect for weapons and found a firearm in the suspect’s coat pocket.  
   O search  O searched  O searches  O searching
Writing Skills
In the writing skills portion of the exam, examinees will be provided with a completed sampled police report. From the information contained in the report, examinees are required to answer questions in complete sentences that are grammatically correct. All words should be correctly spelled.

On the writing skills section of the exam, there are 10 questions similar to the ones below, and examinees are given 15 minutes to complete the section.

<table>
<thead>
<tr>
<th>INCIDENT REPORT – POLICE DEPARTMENT</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. ADDRESS OF INCIDENT</td>
</tr>
<tr>
<td>1439 Northwest Highway</td>
</tr>
<tr>
<td>5. NAME OF VICTIM: INDIVIDUAL OR BUSINESS</td>
</tr>
<tr>
<td>Juan Castro</td>
</tr>
<tr>
<td>7. ASSIGNED OFFICERS / BADGE NUMBERS</td>
</tr>
<tr>
<td>Mark Lewis #384</td>
</tr>
<tr>
<td>Jane Dawson #427</td>
</tr>
<tr>
<td>11. NAME OF SUSPECT</td>
</tr>
<tr>
<td>Unknown</td>
</tr>
<tr>
<td>19</td>
</tr>
<tr>
<td>19. HAIR COLOR</td>
</tr>
<tr>
<td>Blonde</td>
</tr>
<tr>
<td>22. CHARGES</td>
</tr>
<tr>
<td>Armed Robbery</td>
</tr>
<tr>
<td>23. ITEM</td>
</tr>
<tr>
<td>Watch</td>
</tr>
<tr>
<td>27. ITEM</td>
</tr>
<tr>
<td>Cash</td>
</tr>
<tr>
<td>31. ITEM</td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td>35. SIGNATURE OF OFFICER/BADGE NUMBER</td>
</tr>
<tr>
<td>Mark Lewis #384</td>
</tr>
</tbody>
</table>

Sample question
On what date did the incident take place?

Example of correct answer
The incident took place on March 26.

Example of incorrect answer
March 27.

Example of incorrect answer
incident took place March 26
The above answer is not grammatically correct, because the word “the” is missing.

Example of incorrect answer
The incident took place March 26.

Example of incorrect answer
The above answer is incorrect, because the word “incident” is spelled incorrectly.
In addition to the Entrance Exam, Police Officer applicants will also be required to provide a writing sample. Specific topics will be identified and the applicants will prepare a written response to the topics within 30 minutes.

Entrance Exam Study Guide Answer Key

Math Skills

#1 $2,300
#2 $2,500
#3 107
#4 $50.00
#5 2 hours, 30 minutes
#6 $2,445.38 / $1,175.44
#7 21 miles

Reading Comprehension Skills

#1 False
#2 inmates entering the jail
#3 after an inmate has been booked
#4 False
#5 True

Language Skills

#1 received
#2 calls
#3 appearence (the correct spelling is appearance)
#4 knives
#5 its
#6 was
#7 influance (the correct spelling is influence)
#8 searched