

PRACTICE EXAM 6: STATIONARY ENGINEER APPRENTICE SIMULATION (100 QUESTIONS)

This 100-question practice exam is a condensed simulation for the Stationary Engineer Apprentice placement test. The current IUOE Local 501 Southern California JATC exam is based on TABE Level A, is scheduled for approximately five hours, and covers Reading Comprehension, Math Computation, Applied Math, Language, Language Mechanics, Vocabulary, and Spelling. The program does not publish a fixed numeric passing percentage; applicants must pass each TABE section and are ranked by score. Choose the best answer for each question.

1. A maintenance supervisor writes: "The west boiler will be shut down at 7:00 a.m. for inspection. The east boiler will carry the normal load during the shutdown. Staff should report any unusual pressure changes immediately." What is the main purpose of the notice?

- A. To announce that both boilers will be permanently replaced
- B. To describe how to repair a pressure-control valve
- C. To request that employees arrive before their normal shift
- D. To explain a temporary operating change during an inspection

2. A training memo states: "Before using a ladder, inspect the rails, rungs, feet, and locking devices. Remove the ladder from service if any part is damaged." What should a worker do after finding a cracked rung?

- A. Repair the rung after finishing the task
- B. Remove the ladder from service
- C. Use the ladder only for a short climb
- D. Ask another worker to steady the ladder

3. A log entry reads: "Pump 2 vibrated briefly after startup, then settled to its normal level. No leakage was observed. Recheck vibration at the next round." Which statement is best supported?

- A. Pump 2 must be replaced immediately
- B. A leak caused the vibration at startup
- C. The vibration should be checked again later
- D. The pump continued vibrating at an abnormal level

4. Read the sentence: "Because the delivery arrived two hours late, the crew completed the filter replacement after lunch instead of before noon." What caused the schedule change?

- A. The delivery arrived late
- B. The crew took an extended lunch
- C. The filter required an unexpected repair
- D. The replacement had been scheduled for afternoon

5. A procedure says: "Record the meter reading before opening the bypass valve. After the bypass is open, wait five minutes and record the meter again." Which action comes first?

- A. Open the bypass valve
- B. Wait five minutes
- C. Record the second meter reading
- D. Record the initial meter reading

6. A notice states: "The north entrance will be closed Wednesday for concrete repairs. Employees should enter through the loading-dock gate and display identification to security." What is the intended audience?

- A. Concrete suppliers bidding on future work
- B. Employees who normally need access to the site
- C. Security officers applying for employment
- D. Visitors attending a public meeting off-site

7. A work order states: "Replace the worn belt only after the motor disconnect has been opened, locked, and tagged." What condition must be met before belt replacement begins?

- A. The replacement belt must be warmed to room temperature
- B. The motor must be run at full load for five minutes
- C. The motor energy source must be isolated and secured
- D. The old belt must be measured while the motor is turning

8. A report says: "Water use fell in May even though building occupancy increased. The decline followed repairs to three leaking flush valves." Which conclusion is most reasonable?

- A. Higher occupancy always reduces water use
- B. Repairing the leaks likely contributed to lower water use
- C. The building stopped using water in May
- D. The flush valves were repaired because occupancy declined

9. A handbook states: "Preventive maintenance is scheduled work intended to reduce unexpected equipment failures. It may include inspection, cleaning, lubrication, adjustment, and planned replacement." Which activity is an example?

- A. Lubricating a bearing on a scheduled interval
- B. Replacing a motor only after it burns out
- C. Waiting for a leak before checking a seal
- D. Ignoring a noisy fan until it stops

10. A shift note reads: "Chiller 1 is operating normally. Chiller 2 remains offline pending delivery of a replacement sensor. Do not attempt a restart until the sensor is installed." Why is Chiller 2 offline?

- A. A replacement sensor has not yet arrived
- B. Its normal operating schedule ended
- C. The building no longer requires cooling
- D. A restart attempt permanently damaged the chiller

11. A safety bulletin states: "Near misses must be reported even when no injury or damage occurs. Reviewing them can reveal hazards before a more serious event happens." Why report near misses?

- A. They guarantee that equipment will never fail
- B. They replace the need for routine inspections
- C. They can help identify hazards before an accident occurs
- D. They are reported only to document employee attendance

12. A supervisor writes: "The repair is complete, but the unit will remain out of service until the electrician verifies the new wiring." What can be inferred?

- A. The repair failed and must be repeated
- B. The electrician performed the mechanical repair
- C. The unit has already resumed normal operation
- D. The unit cannot return to service until an electrical check is completed

13. A storeroom notice says: "Parts marked CRITICAL are reserved for emergency repairs. Routine work should use standard inventory unless a supervisor authorizes otherwise." When may a critical part be used for routine work?

- A. Whenever standard inventory is inconvenient to reach
- B. Whenever the routine job begins before noon
- C. When a supervisor specifically authorizes it
- D. Whenever two employees agree that the part is useful

14. A report states: "The fan motor temperature rose after the air intake became blocked with debris. After the intake was cleaned, motor temperature returned to its usual range." What relationship does the report describe?

- A. Cleaning the intake caused the blockage
- B. The motor temperature rose after airflow improved
- C. Debris lowered the motor temperature below normal

D. Restricted airflow was associated with higher motor temperature

15. A policy says: "If an alarm cannot be explained during the initial check, notify the lead operator before resetting it." What should happen before an unexplained alarm is reset?

- A. The alarm history should be deleted
- B. The lead operator should be notified
- C. The alarm should be ignored for one hour
- D. The equipment should always be shut down permanently

16. A purchasing email says: "Order six filters now. Current stock will cover this week, but the next scheduled shipment may be delayed by the holiday." Why order now?

- A. To avoid running short if the next shipment is delayed
- B. Because current stock has already been exhausted
- C. Because six filters must be installed today
- D. To cancel the next scheduled shipment

17. A manual states: "A trend is more useful than a single reading when evaluating gradual equipment deterioration." Which practice best follows this advice?

- A. Compare readings collected over several inspection rounds
- B. Judge condition from one isolated measurement
- C. Discard earlier readings after each inspection
- D. Record only readings that fall outside normal limits

18. A memo says: "The meeting room is reserved from 9:00 to 10:30. Training begins at 9:15, so instructors should set up materials before participants arrive." What should instructors do before 9:15?

- A. End the room reservation
- B. Move the training to another day

- C. Wait until participants arrive before entering
- D. Prepare the training materials in the room

19. A label reads: "For indoor use only. Store in a cool, dry location away from direct sunlight." Which storage location best follows the label?

- A. An uncovered shelf outdoors
- B. A damp room beside a floor drain
- C. A dry indoor cabinet away from windows
- D. A sunny windowsill inside the shop

20. A work schedule states: "Inspection teams will start on the top floor and work downward so completed areas are not crossed repeatedly." What is the reason for starting at the top?

- A. To make the top floor the only area inspected
- B. To reduce unnecessary movement through completed areas
- C. To avoid inspecting lower floors at all
- D. To ensure every team finishes at the same time

21. What is $487 + 296$?

- A. 773
- B. 783
- C. 793
- D. 683

22. What is $1,204 - 587$?

- A. 627
- B. 717
- C. 607

D. 617

23. What is 36×24 ?

A. 864

B. 744

C. 824

D. 964

24. What is $1,728 \div 24$?

A. 62

B. 82

C. 72

D. 68

25. What is $7.45 + 3.8$?

A. 10.25

B. 11.25

C. 11.15

D. 12.25

26. What is $15.6 - 8.73$?

A. 6.87

B. 6.77

C. 7.87

D. 6.97

27. What is 4.8×2.5 ?

- A. 10
- B. 11.5
- C. 12.5
- D. 12

28. What is $9.6 \div 0.8$?

- A. 1.2
- B. 10.8
- C. 12
- D. 120

29. What is $\frac{3}{4} + \frac{5}{8}$?

- A. $1 \frac{1}{8}$
- B. $1 \frac{1}{4}$
- C. $1 \frac{1}{2}$
- D. $1 \frac{3}{8}$

30. What is $\frac{7}{9} - \frac{2}{3}$?

- A. $\frac{1}{9}$
- B. $\frac{2}{9}$
- C. $\frac{3}{9}$
- D. $\frac{5}{9}$

31. What is $(\frac{5}{6}) \times (\frac{9}{10})$?

- A. $13/20$
- B. $4/5$
- C. $3/4$
- D. $9/10$

32. What is $(4/5) \div (2/3)$?

- A. $8/15$
- B. $1 \frac{1}{5}$
- C. $4/5$
- D. $1 \frac{1}{2}$

33. What is 35% of 240?

- A. 84
- B. 72
- C. 80
- D. 96

34. Evaluate: $18 - 3(4) + 6 \div 2$.

- A. 3
- B. 9
- C. 15
- D. 21

35. Solve for x: $5x + 7 = 42$.

- A. 5
- B. 6
- C. 7

D. 9

36. What is the value of $-6 + 14 - 9$?

A. -29

B. 1

C. 11

D. -1

37. A technician uses 18 feet of tubing from a 50-foot roll. How many feet remain?

A. 28 ft

B. 32 ft

C. 34 ft

D. 68 ft

38. A pump moves 45 gallons per minute. How many gallons does it move in 8 minutes at that rate?

A. 320 gal

B. 405 gal

C. 360 gal

D. 53 gal

39. A rectangular equipment pad is 12 feet long and 7 feet wide. What is its area?

A. 38 sq ft

B. 76 sq ft

C. 96 sq ft

D. 84 sq ft

40. A 96-inch pipe is cut into 6 equal sections. How long is each section?

- A. 16 in
- B. 12 in
- C. 18 in
- D. 576 in

41. A gauge reading rises from 40 psi to 50 psi. What is the percent increase?

- A. 10%
- B. 20%
- C. 25%
- D. 125%

42. A ladder has its base 9 feet from a wall and reaches 12 feet up the wall. How long is the ladder?

- A. 13 ft
- B. 15 ft
- C. 18 ft
- D. 21 ft

43. A tank contains 120 gallons and is $\frac{3}{5}$ full. What is the tank's total capacity?

- A. 72 gal
- B. 180 gal
- C. 300 gal
- D. 200 gal

44. A crew needs 2.5 gallons of cleaner for each floor. How much is needed for 6 floors?

- A. 15 gal
- B. 8.5 gal
- C. 12.5 gal
- D. 17.5 gal

45. A motor operates 7.5 hours per day for 4 days. How many total operating hours is that?

- A. 30 hr
- B. 11.5 hr
- C. 28 hr
- D. 35 hr

46. A temperature increases from 68°F to 77°F. By how many degrees did it increase?

- A. 5°F
- B. 9°F
- C. 11°F
- D. 145°F

47. A 30-foot length of conduit is divided in the ratio 2:3. How long is the longer section?

- A. 12 ft
- B. 15 ft
- C. 20 ft
- D. 18 ft

48. A 2,400-watt load operates for 3 hours. How many watt-hours of energy does it use?

- A. 800 Wh
- B. 2,403 Wh
- C. 7,200 Wh

D. 4,800 Wh

49. A worker earns \$28 per hour for 40 regular hours. What is the regular-time gross pay before deductions?

A. \$680

B. \$1,080

C. \$1,240

D. \$1,120

50. A circular opening has a diameter of 10 inches. What is its radius?

A. 2 in

B. 5 in

C. 10 in

D. 20 in

51. A 4-gallon container is filled to 75% of capacity. How many gallons are in it?

A. 3 gal

B. 1 gal

C. 2 gal

D. 3.5 gal

52. A machine completes 150 cycles in 5 minutes. At the same rate, how many cycles does it complete per minute?

A. 25 cycles/min

B. 35 cycles/min

C. 30 cycles/min

D. 750 cycles/min

53. A rectangular room measures 18 feet by 14 feet. What is its perimeter?

- A. 64 ft
- B. 32 ft
- C. 252 ft
- D. 68 ft

54. A valve is open for 2 minutes 30 seconds. How many seconds is that?

- A. 120 sec
- B. 132 sec
- C. 230 sec
- D. 150 sec

55. A supply room has 84 filters packed equally into 7 boxes. After 2 full boxes are used, how many filters remain?

- A. 24 filters
- B. 60 filters
- C. 70 filters
- D. 72 filters

56. Choose the sentence with correct subject-verb agreement.

- A. The set of replacement belts are in the storeroom.
- B. The set of replacement belts were in the storeroom yesterday and are now.
- C. The set of replacement belts is in the storeroom.
- D. The set of replacement belts have been in the storeroom.

57. Choose the sentence that uses the pronoun correctly.

- A. Maria gave the inspection sheets to he and I.
- B. Maria gave the inspection sheets to him and me.
- C. Maria gave the inspection sheets to him and I.
- D. Maria gave the inspection sheets to he and me.

58. Which sentence is written most clearly and concisely?

- A. Before starting it, the gauge was checked by the operator of the pump.
- B. The operator, before the pump was started by him, checked the gauge.
- C. The operator checked the gauge before starting the pump.
- D. The gauge got checked by the operator prior to the pump being started.

59. Choose the sentence with the correct verb tense.

- A. Yesterday, the crew replaces the worn gasket.
- B. Yesterday, the crew will replace the worn gasket.
- C. Yesterday, the crew replacing the worn gasket.
- D. Yesterday, the crew replaced the worn gasket.

60. Which sentence avoids a misplaced modifier?

- A. After completing the inspection, the technician signed the form.
- B. After completing the inspection, the form was signed by the technician.
- C. The technician signed, after completing the inspection, the form that was completed.
- D. The form, after completing the inspection, received the technician's signature.

61. Choose the sentence in which the comparison is complete and logical.

- A. This pump runs more quietly than the older pump.
- B. This pump runs more quietly.
- C. This pump runs more quietly than before the older pump.

D. This pump runs quietly more than the older pump does noise.

62. Which sentence uses parallel structure?

- A. The job requires reading gauges, to record data, and equipment inspection.
- B. The job requires gauges to be read, recording data, and to inspect equipment.
- C. The job requires reading gauges, recording data, and inspecting equipment.
- D. The job requires reading gauges, data are recorded, and inspecting equipment.

63. Choose the sentence that correctly uses “fewer” or “less.”

- A. The new schedule resulted in less overtime hours.
- B. The new schedule resulted in fewer overtime hours.
- C. The new schedule resulted in fewer overtime time.
- D. The new schedule resulted in less hours of overtime shifts.

64. Which sentence uses the correct form of the word?

- A. The supervisor gave a clearly explanation of the procedure.
- B. The supervisor gave a clearness explanation of the procedure.
- C. The supervisor gave a clearing explanation of the procedure.
- D. The supervisor gave a clear explanation of the procedure.

65. Choose the sentence that is free of a double negative.

- A. The mechanic did not find no leaks in the line.
- B. The mechanic never found no leaks in the line.
- C. The mechanic found no leaks in the line.
- D. The mechanic could not find hardly no leaks in the line.

66. Which sentence best combines the ideas? “The alarm sounded. The operator checked the panel immediately.”

- A. When the alarm sounded, the operator checked the panel immediately.
- B. The alarm sounded, the operator checked the panel immediately.
- C. The alarm sounded and immediately, because the operator checked the panel.
- D. Sounding the alarm, the panel checked the operator immediately.

67. Choose the sentence with correct adjective and adverb use.

- A. The new installed fan operates quiet.
- B. The newly installed fan operates quietly.
- C. The newly installed fan operates quiet.
- D. The new installed fan operates quietly new.

68. Which sentence uses “its” and “it’s” correctly?

- A. The unit shut down because it's sensor failed.
- B. The unit shut down because its' sensor failed.
- C. The unit shut down because its sensor failed, and its a problem.
- D. The unit shut down because its sensor failed.

69. Choose the sentence with the clearest reference.

- A. After Jordan spoke with Lee, he submitted the report.
- B. After Jordan spoke with Lee, they submitted it.
- C. After Jordan spoke with Lee, Jordan submitted the report.
- D. After the conversation, he gave it to them.

70. Which sentence is a complete sentence?

- A. Because the technician inspected the valve.
- B. Before the shift ended and after the inspection.
- C. While inspecting the valve near the end of the shift.
- D. The technician inspected the valve before the shift ended.

71. Choose the best topic sentence for a paragraph about keeping accurate maintenance records.

- A. Yesterday the blue binder was on the second shelf.
- B. Accurate maintenance records help crews track equipment condition and completed work.
- C. Some pens write more smoothly than others.
- D. The maintenance office has two windows and a clock.

72. Which sentence provides the best transition between a problem and its solution?

- A. Therefore, the crew replaced the clogged filter and restored normal airflow.
- B. Meanwhile, the crew forgot why airflow had dropped.
- C. For example, the filter was a rectangular object.
- D. In contrast, airflow is a word used in many manuals.

73. Choose the sentence that uses the correct possessive form.

- A. The operator's lockers are along the east wall, for all operators.
- B. The operators lockers are along the east wall.
- C. The operators' lockers are along the east wall.
- D. The operators's lockers are along the east wall.

74. Which sentence is most appropriate for a formal maintenance report?

- A. The pump stopped unexpectedly at 2:15 p.m. and was inspected by the technician.
- B. The pump totally quit on us around two-ish.
- C. That pump just died, so somebody looked at it.

D. The pump was acting weird and got checked out.

75. Choose the sentence with correct agreement between pronoun and antecedent.

- A. Each pump have their own disconnect switch.
- B. Each pump has its own disconnect switch.
- C. Each pump have its own disconnect switches.
- D. Each pump has their own disconnect switches.

76. Which revision best removes unnecessary repetition? “The reason the delay occurred was because the shipment arrived late.”

- A. The reason for the delay occurred because the shipment was late in arriving.
- B. The delay was delayed because the shipment arrived late.
- C. The reason why the delay occurred was due to the fact that the shipment arrived late.
- D. The delay occurred because the shipment arrived late.

77. Choose the sentence with correct comma use.

- A. Before starting the compressor the operator, checked the oil level.
- B. Before starting the compressor, the operator checked the oil level.
- C. Before, starting the compressor the operator checked the oil level.
- D. Before starting, the compressor the operator checked the oil level.

78. Which sentence correctly uses a semicolon?

- A. The inspection; was complete, the crew returned the unit to service.
- B. The inspection was complete,; the crew returned the unit to service.
- C. The inspection was complete; and the crew; returned the unit to service.
- D. The inspection was complete; the crew returned the unit to service.

79. Choose the sentence with correct capitalization.

- A. The safety meeting is scheduled for Monday, September 14.
- B. The Safety Meeting is scheduled for monday, september 14.
- C. The safety meeting is scheduled for Monday, september 14.
- D. The safety meeting is scheduled for monday, September 14.

80. Which sentence correctly uses the apostrophe?

- A. The mechanic checked the motors wiring.
- B. The mechanic checked the motors' wiring for one motor.
- C. The mechanic checked the motor's wiring.
- D. The mechanic checked the motor,s wiring.

81. Choose the sentence with correct end punctuation.

- A. Did you record the final pressure reading.
- B. Did you record the final pressure reading!
- C. Did you record the final pressure reading,
- D. Did you record the final pressure reading?

82. Which sentence correctly uses a colon?

- A. Bring these: items to the job, gloves, a flashlight, and the checklist.
- B. Bring these items to the job: gloves, a flashlight, and the checklist.
- C. Bring these items to: the job gloves, a flashlight, and the checklist.
- D. Bring: these items to the job gloves, a flashlight, and the checklist.

83. Choose the correctly punctuated compound sentence.

- A. The fan was noisy, but it continued to operate.
- B. The fan was noisy but, it continued to operate.
- C. The fan was noisy, it continued to operate.
- D. The fan was noisy; but, it continued to operate.

84. Which sentence correctly sets off a nonessential phrase?

- A. The backup pump which was installed last year, started automatically.
- B. The backup pump, which was installed last year started automatically.
- C. The backup pump, which was installed last year, started automatically.
- D. The backup pump which was installed last year started, automatically.

85. In the sentence “The supervisor asked for a concise summary of the repair,” what does “concise” mean?

- A. Highly technical
- B. Written by hand
- C. Uncertain in meaning
- D. Brief but complete

86. In the sentence “The technician detected a gradual increase in vibration,” what does “gradual” mean?

- A. Occurring all at once
- B. Impossible to measure
- C. Happening slowly over time
- D. Returning to zero

87. In the sentence “The operator must verify the reading before recording it,” what does “verify” mean?

- A. Confirm that it is correct

- B. Estimate it roughly
- C. Erase it completely
- D. Change it automatically

88. In the sentence “The damaged hose was replaced as a precaution,” what does “precaution” mean?

- A. A required measurement
- B. An action taken to prevent possible harm
- C. A record of past repairs
- D. A delay caused by weather

89. In the sentence “The new procedure is intended to minimize downtime,” what does “minimize” mean?

- A. Measure very precisely
- B. Schedule for later
- C. Explain in greater detail
- D. Reduce as much as possible

90. In the sentence “The two readings were consistent with each other,” what does “consistent” mean?

- A. Recorded at random
- B. In agreement or showing no contradiction
- C. Separated by a large distance
- D. Impossible to compare

91. In the sentence “The mechanic isolated the source of the noise,” what does “isolated” mean?

- A. Made permanently louder
- B. Covered with insulation
- C. Identified and separated from other possible sources

D. Recorded without investigation

92. In the sentence “The repair was temporary, so a permanent correction was scheduled,” what does “temporary” mean?

- A. Intended to last only a limited time
- B. Designed to last indefinitely
- C. Completed without tools
- D. Required by every procedure

93. Which word is spelled correctly?

- A. maintainance
- B. maintenence
- C. maintenance
- D. maintanance

94. Which word is spelled correctly?

- A. neccessary
- B. necessery
- C. nesessary
- D. necessary

95. Which word is spelled correctly?

- A. equipment
- B. equiptment
- C. equipement
- D. equippment

96. Which word is spelled correctly?

- A. seperate
- B. separate
- C. separrate
- D. seperrate

97. Which word is spelled correctly?

- A. occured
- B. occurred
- C. occurd
- D. occurred

98. Which word is spelled correctly?

- A. accesible
- B. accessible
- C. accessable
- D. accesable

99. Which word is spelled correctly?

- A. temperture
- B. tempereture
- C. temperature
- D. temprature

100. Which word is spelled correctly?

- A. immediately
- B. immediatly
- C. imediately
- D. immedietely

Practice Exam 6: Answer Key and Explanations

1. **D** — The notice focuses on a planned shutdown, the backup arrangement, and what staff should watch during that period. The other choices conflict with stated details, add unsupported information, or overstate what can be inferred. Careful reading means choosing the answer supported by the text itself rather than by outside assumptions or personal experience.
2. **B** — The memo gives a direct instruction that any ladder with a damaged part must be taken out of service. The other choices conflict with stated details, add unsupported information, or overstate what can be inferred. Careful reading means choosing the answer supported by the text itself rather than by outside assumptions or personal experience.
3. **C** — The log specifically directs the next operator to recheck vibration during the following round, while noting no leak. The other choices conflict with stated details, add unsupported information, or overstate what can be inferred. Careful reading means choosing the answer supported by the text itself rather than by outside assumptions or personal experience.
4. **A** — The sentence explicitly links the later replacement time to the delivery arriving two hours behind schedule. The other choices conflict with stated details, add unsupported information, or overstate what can be inferred. Careful reading means choosing the answer supported by the text itself rather than by outside assumptions or personal experience.
5. **D** — The procedure establishes a clear sequence: first record the meter, then open the bypass, wait, and record again. The other choices conflict with stated details, add unsupported information, or overstate what can be inferred. Careful reading means choosing the answer supported by the text itself rather than by outside assumptions or personal experience.
6. **B** — The notice tells employees how to enter while the usual entrance is unavailable and specifically mentions showing identification to security. The other choices conflict with stated details, add unsupported information, or overstate what can be inferred. Careful reading means choosing the answer supported by the text itself rather than by outside assumptions or personal experience.
7. **C** — The work order requires the disconnect to be opened, locked, and tagged before the belt is replaced, meaning energy is isolated. The other choices conflict with stated details, add unsupported information, or overstate what can be inferred. Careful reading means choosing the answer supported by the text itself rather than by outside assumptions or personal experience.

- 8. B** — The report connects lower water use with repairs to leaking fixtures despite greater occupancy, supporting a likely contribution from the repairs. The other choices conflict with stated details, add unsupported information, or overstate what can be inferred. Careful reading means choosing the answer supported by the text itself rather than by outside assumptions or personal experience.
- 9. A** — Scheduled lubrication is specifically consistent with preventive maintenance because it is performed before failure to reduce the chance of breakdown. The other choices conflict with stated details, add unsupported information, or overstate what can be inferred. Careful reading means choosing the answer supported by the text itself rather than by outside assumptions or personal experience.
- 10. A** — The note directly says Chiller 2 remains offline while the crew waits for a replacement sensor and prohibits restarting beforehand. The other choices conflict with stated details, add unsupported information, or overstate what can be inferred. Careful reading means choosing the answer supported by the text itself rather than by outside assumptions or personal experience.
- 11. C** — The bulletin explains that near-miss reports are useful because reviewing them can expose hazards before a more serious incident develops. The other choices conflict with stated details, add unsupported information, or overstate what can be inferred. Careful reading means choosing the answer supported by the text itself rather than by outside assumptions or personal experience.
- 12. D** — Although the repair itself is finished, the message makes return to service conditional on verification of the new wiring. The other choices conflict with stated details, add unsupported information, or overstate what can be inferred. Careful reading means choosing the answer supported by the text itself rather than by outside assumptions or personal experience.
- 13. C** — The notice creates one stated exception to the reservation rule: a supervisor may authorize use of a critical part for routine work. The other choices conflict with stated details, add unsupported information, or overstate what can be inferred. Careful reading means choosing the answer supported by the text itself rather than by outside assumptions or personal experience.
- 14. D** — The sequence shows higher temperature while airflow was restricted and a return to normal after the blockage was removed. The other choices conflict with stated details, add unsupported information, or overstate what can be inferred. Careful reading means choosing the answer supported by the text itself rather than by outside assumptions or personal experience.
- 15. B** — The policy specifically requires notification of the lead operator before resetting an alarm that remains unexplained after the initial check. The other choices conflict with stated details, add unsupported information, or overstate what can be inferred. Careful reading means choosing the answer supported by the text itself rather than by outside assumptions or personal experience.
- 16. A** — The message says existing stock is sufficient only for the current week and warns the next shipment could be delayed. The other choices conflict with stated details, add unsupported information, or overstate what can be inferred. Careful reading means choosing the answer supported by the text itself rather than by outside assumptions or personal experience.

17. A — A trend requires multiple observations over time, so comparing readings from several rounds best reveals gradual changes in equipment condition. The other choices conflict with stated details, add unsupported information, or overstate what can be inferred. Careful reading means choosing the answer supported by the text itself rather than by outside assumptions or personal experience.

18. D — The memo says training starts at 9:15 and directs instructors to set up materials before participants arrive, so preparation must occur earlier. The other choices conflict with stated details, add unsupported information, or overstate what can be inferred. Careful reading means choosing the answer supported by the text itself rather than by outside assumptions or personal experience.

19. C — The label requires indoor, cool, dry storage protected from direct sunlight, and a dry cabinet away from windows meets all conditions. The other choices conflict with stated details, add unsupported information, or overstate what can be inferred. Careful reading means choosing the answer supported by the text itself rather than by outside assumptions or personal experience.

20. B — The schedule itself explains that the top-down sequence is intended to prevent repeated travel through areas that have already been completed. The other choices conflict with stated details, add unsupported information, or overstate what can be inferred. Careful reading means choosing the answer supported by the text itself rather than by outside assumptions or personal experience.

21. B — Adding the ones, tens, and hundreds gives 783 after carrying where required. The distractors reflect common errors such as choosing the wrong operation, mishandling a sign or decimal, or stopping early. Writing each step in order and checking the result against the choices confirms the numerical answer. A quick reverse check can further confirm the result.

22. D — Subtracting 587 from 1,204 with regrouping produces 617. The distractors reflect common errors such as choosing the wrong operation, mishandling a sign or decimal, or stopping early. Writing each step in order and checking the result against the choices confirms the numerical answer. A quick reverse check can further confirm the result.

23. A — Multiplying 36 by 24 gives 864, whether using partial products or standard multiplication. The distractors reflect common errors such as choosing the wrong operation, mishandling a sign or decimal, or stopping early. Writing each step in order and checking the result against the choices confirms the numerical answer. A quick reverse check can further confirm the result.

24. C — Dividing 1,728 by 24 yields 72 because 24 multiplied by 72 returns 1,728. The distractors reflect common errors such as choosing the wrong operation, mishandling a sign or decimal, or stopping early. Writing each step in order and checking the result against the choices confirms the numerical answer. A quick reverse check can further confirm the result.

25. B — Aligning decimal points and adding gives 11.25. The distractors reflect common errors such as choosing the wrong operation, mishandling a sign or decimal, or stopping early. Writing each step in order and checking the result against the choices confirms the numerical answer. A quick reverse check can further confirm the result.

26. A — Writing 15.60 before subtracting 8.73 gives 6.87. The distractors reflect common errors such as choosing the wrong operation, mishandling a sign or decimal, or stopping early. Writing each step in order and checking the result against the choices confirms the numerical answer. A quick reverse check can further confirm the result.

27. D — Multiplying 4.8 by 2.5 gives 12.0 after placing the decimal correctly. The distractors reflect common errors such as choosing the wrong operation, mishandling a sign or decimal, or stopping early. Writing each step in order and checking the result against the choices confirms the numerical answer. A quick reverse check can further confirm the result.

28. C — Dividing both numbers by 0.8, or moving both decimals equally, gives 12. The distractors reflect common errors such as choosing the wrong operation, mishandling a sign or decimal, or stopping early. Writing each step in order and checking the result against the choices confirms the numerical answer. A quick reverse check can further confirm the result.

29. D — Converting three-fourths to six-eighths gives eleven-eighths, which equals one and three-eighths. The distractors reflect common errors such as choosing the wrong operation, mishandling a sign or decimal, or stopping early. Writing each step in order and checking the result against the choices confirms the numerical answer. A quick reverse check can further confirm the result.

30. A — Converting two-thirds to six-ninths leaves one-ninth after subtraction. The distractors reflect common errors such as choosing the wrong operation, mishandling a sign or decimal, or stopping early. Writing each step in order and checking the result against the choices confirms the numerical answer. A quick reverse check can further confirm the result.

31. C — Multiplying numerators and denominators gives $45/60$, which reduces to $3/4$. The distractors reflect common errors such as choosing the wrong operation, mishandling a sign or decimal, or stopping early. Writing each step in order and checking the result against the choices confirms the numerical answer. A quick reverse check can further confirm the result.

32. B — Dividing by two-thirds means multiplying four-fifths by three-halves, producing $12/10$ or 1.2. The distractors reflect common errors such as choosing the wrong operation, mishandling a sign or decimal, or stopping early. Writing each step in order and checking the result against the choices confirms the numerical answer. A quick reverse check can further confirm the result.

33. A — Converting 35 percent to 0.35 and multiplying by 240 gives 84. The distractors reflect common errors such as choosing the wrong operation, mishandling a sign or decimal, or stopping early. Writing each step in order and checking the result against the choices confirms the numerical answer. A quick reverse check can further confirm the result.

34. B — Following order of operations gives 18 minus 12 plus 3, which equals 9. The distractors reflect common errors such as choosing the wrong operation, mishandling a sign or decimal, or stopping early. Writing each step in order and checking the result against the choices confirms the numerical answer. A quick reverse check can further confirm the result.

35. C — Subtracting 7 from both sides gives $5x = 35$, then dividing by 5 gives $x = 7$. The distractors reflect common errors such as choosing the wrong operation, mishandling a sign or decimal, or stopping early. Writing each step in order and checking the result against the choices confirms the numerical answer.

36. D — Combining the integers gives 8 after the first two terms, then 8 minus 9 equals negative 1. The distractors reflect common errors such as choosing the wrong operation, mishandling a sign or decimal, or stopping early. Writing each step in order and checking the result against the choices confirms the numerical answer.

37. B — Subtracting the 18 feet used from the original 50-foot roll leaves 32 feet. The incorrect choices come from plausible setup or unit mistakes. Translating the situation into the correct operation, keeping units consistent, and checking whether the result is reasonable leads to the single best answer. Estimating first can also expose an unreasonable result.

38. C — Rate multiplied by time gives 45 gallons per minute times 8 minutes, or 360 gallons. The incorrect choices come from plausible setup or unit mistakes. Translating the situation into the correct operation, keeping units consistent, and checking whether the result is reasonable leads to the single best answer. Estimating first can also expose an unreasonable result.

39. D — Area of a rectangle equals length times width, so 12 feet multiplied by 7 feet equals 84 square feet. The incorrect choices come from plausible setup or unit mistakes. Translating the situation into the correct operation, keeping units consistent, and checking whether the result is reasonable leads to the single best answer.

40. A — Dividing the total 96-inch length into six equal parts gives 16 inches per section. The incorrect choices come from plausible setup or unit mistakes. Translating the situation into the correct operation, keeping units consistent, and checking whether the result is reasonable leads to the single best answer. Estimating first can also expose an unreasonable result.

41. C — The increase is 10 psi, and 10 divided by the original 40 equals 0.25, or 25 percent. The incorrect choices come from plausible setup or unit mistakes. Translating the situation into the correct operation, keeping units consistent, and checking whether the result is reasonable leads to the single best answer.

42. B — The wall, ground, and ladder form a right triangle; the square root of 9 squared plus 12 squared is 15 feet. The incorrect choices come from plausible setup or unit mistakes. Translating the situation into the correct operation, keeping units consistent, and checking whether the result is reasonable leads to the single best answer.

43. D — If 120 gallons represents three-fifths of capacity, dividing 120 by three-fifths gives 200 gallons. The incorrect choices come from plausible setup or unit mistakes. Translating the situation into the correct operation, keeping units consistent, and checking whether the result is reasonable leads to the single best answer. Estimating first can also expose an unreasonable result.

44. A — Multiplying 2.5 gallons per floor by six floors gives a total of 15 gallons. The incorrect choices come from plausible setup or unit mistakes. Translating the situation into the correct operation, keeping units consistent, and checking whether the result is reasonable leads to the single best answer. Estimating first can also expose an unreasonable result.

45. A — Multiplying the daily operating time of 7.5 hours by four days gives 30 total hours. The incorrect choices come from plausible setup or unit mistakes. Translating the situation into the correct operation, keeping units consistent, and checking whether the result is reasonable leads to the single best answer. Estimating first can also expose an unreasonable result.

46. B — The change in temperature is the final reading minus the initial reading: 77 minus 68 equals 9 degrees Fahrenheit. The incorrect choices come from plausible setup or unit mistakes. Translating the situation into the correct operation, keeping units consistent, and checking whether the result is reasonable leads to the single best answer.

47. D — The ratio has five total parts; the longer section is three-fifths of 30 feet, which equals 18 feet. The incorrect choices come from plausible setup or unit mistakes. Translating the situation into the correct operation, keeping units consistent, and checking whether the result is reasonable leads to the single best answer.

48. C — Energy in watt-hours equals power in watts multiplied by time in hours, so 2,400 times 3 equals 7,200 watt-hours. The incorrect choices come from plausible setup or unit mistakes. Translating the situation into the correct operation, keeping units consistent, and checking whether the result is reasonable leads to the single best answer.

49. D — Regular gross pay is the hourly rate multiplied by regular hours, so 28 dollars times 40 hours equals 1,120 dollars. The incorrect choices come from plausible setup or unit mistakes. Translating the situation into the correct operation, keeping units consistent, and checking whether the result is reasonable leads to the single best answer.

50. B — The radius is one-half of the diameter, so half of 10 inches is 5 inches. The incorrect choices come from plausible setup or unit mistakes. Translating the situation into the correct operation, keeping units consistent, and checking whether the result is reasonable leads to the single best answer. Estimating first can also expose an unreasonable result.

51. A — Seventy-five percent is 0.75, and multiplying 4 gallons by 0.75 gives 3 gallons. The incorrect choices come from plausible setup or unit mistakes. Translating the situation into the correct operation, keeping units consistent, and checking whether the result is reasonable leads to the single best answer. Estimating first can also expose an unreasonable result.

52. C — Dividing 150 cycles by five minutes gives a unit rate of 30 cycles per minute. The incorrect choices come from plausible setup or unit mistakes. Translating the situation into the correct operation, keeping units consistent, and checking whether the result is reasonable leads to the single best answer. Estimating first can also expose an unreasonable result.

53. A — Perimeter is twice the sum of length and width: two times 32 feet equals 64 feet. The incorrect choices come from plausible setup or unit mistakes. Translating the situation into the correct operation, keeping units consistent, and checking whether the result is reasonable leads to the single best answer. Estimating first can also expose an unreasonable result.

54. D — Two minutes equals 120 seconds; adding 30 more seconds gives a total of 150 seconds. The incorrect choices come from plausible setup or unit mistakes. Translating the situation into the correct operation, keeping units consistent, and checking whether the result is reasonable leads to the single best answer. Estimating first can also expose an unreasonable result.

55. B — Each box holds 12 filters, so two boxes contain 24; subtracting 24 from 84 leaves 60 filters. The incorrect choices come from plausible setup or unit mistakes. Translating the situation into the correct operation, keeping units consistent, and checking whether the result is reasonable leads to the single best answer.

56. C — The subject is the singular noun “set,” so the singular verb “is” agrees with it. The other choices contain a grammar, usage, clarity, or organization problem. Reading the complete sentence in context helps confirm agreement, logical modification, and precise wording instead of selecting an option only because it sounds familiar.

57. B — After the preposition “to,” object pronouns are required, making “him and me” the correct pair. The other choices contain a grammar, usage, clarity, or organization problem. Reading the complete sentence in context helps confirm agreement, logical modification, and precise wording instead of selecting an option only because it sounds familiar.

58. C — The correct sentence uses direct active voice and clearly identifies who checked the gauge and when the action occurred. The other choices contain a grammar, usage, clarity, or organization problem. Reading the complete sentence in context helps confirm agreement, logical modification, and precise wording instead of selecting an option only because it sounds familiar.

59. D — The time word “yesterday” calls for past tense, so “replaced” correctly matches the completed action. The other choices contain a grammar, usage, clarity, or organization problem. Reading the complete sentence in context helps confirm agreement, logical modification, and precise wording instead of selecting an option only because it sounds familiar.

60. A — The introductory phrase logically modifies “the technician,” the person who completed the inspection, so the meaning is unambiguous. The other choices contain a grammar, usage, clarity, or organization problem. Reading the complete sentence in context helps confirm agreement, logical modification, and precise wording instead of selecting an option only because it sounds familiar.

61. A — The correct sentence clearly compares the operating noise of one pump with that of the older pump. The other choices contain a grammar, usage, clarity, or organization problem. Reading the complete sentence in context helps confirm agreement, logical modification, and precise wording instead of selecting an option only because it sounds familiar.

62. C — All three items use matching gerund forms: reading, recording, and inspecting, creating consistent parallel structure. The other choices contain a grammar, usage, clarity, or organization problem. Reading the complete sentence in context helps confirm agreement, logical modification, and precise wording instead of selecting an option only because it sounds familiar.

63. B — “Hours” are countable units, so “fewer” is the standard choice for a smaller number of them. The other choices contain a grammar, usage, clarity, or organization problem. Reading the complete sentence in context helps confirm agreement, logical modification, and precise wording instead of selecting an option only because it sounds familiar.

64. D — The noun “explanation” needs the adjective “clear,” not the adverb “clearly” or an unrelated form. The other choices contain a grammar, usage, clarity, or organization problem. Reading the complete sentence in context helps confirm agreement, logical modification, and precise wording instead of selecting an option only because it sounds familiar.

65. C — The correct sentence expresses one negative idea with “no” and avoids combining multiple negative words unnecessarily. The other choices contain a grammar, usage, clarity, or organization problem. Reading the complete sentence in context helps confirm agreement, logical modification, and precise wording instead of selecting an option only because it sounds familiar.

66. A — The correct version shows the time relationship between the two actions and forms a complete, properly connected sentence. The other choices contain a grammar, usage, clarity, or organization problem. Reading the complete sentence in context helps confirm agreement, logical modification, and precise wording instead of selecting an option only because it sounds familiar.

67. B — “Newly” correctly modifies “installed,” and “quietly” correctly modifies the verb “operates,” so both modifiers have the proper forms. The other choices contain a grammar, usage, clarity, or organization problem. Reading the complete sentence in context helps confirm agreement, logical modification, and precise wording instead of selecting an option only because it sounds familiar.

68. D — “Its” is the possessive form showing that the sensor belongs to the unit; “it’s” means “it is.” The other choices contain a grammar, usage, clarity, or organization problem. Reading the complete sentence in context helps confirm agreement, logical modification, and precise wording instead of selecting an option only because it sounds familiar.

69. C — Repeating “Jordan” removes the ambiguous pronoun reference and makes it clear who submitted the report. The other choices contain a grammar, usage, clarity, or organization problem. Reading the complete sentence in context helps confirm agreement, logical modification, and precise wording instead of selecting an option only because it sounds familiar.

70. D — The correct choice contains a subject and a complete predicate and does not leave a dependent idea unfinished. The other choices contain a grammar, usage, clarity, or organization problem. Reading the complete sentence in context helps confirm agreement, logical modification, and precise wording instead of selecting an option only because it sounds familiar.

71. B — The correct sentence introduces the central idea of why maintenance records matter and can logically support a full paragraph. The other choices contain a grammar, usage, clarity, or organization problem. Reading the complete sentence in context helps confirm agreement, logical modification, and precise wording instead of selecting an option only because it sounds familiar.

72. A — “Therefore” signals a result or response to a previously described problem, creating a logical transition into the solution. The other choices contain a grammar, usage, clarity, or organization problem. Reading the complete sentence in context helps confirm agreement, logical modification, and precise wording instead of selecting an option only because it sounds familiar.

73. C — Because the lockers belong to more than one operator, the plural possessive form places the apostrophe after “operators.” The other choices contain a grammar, usage, clarity, or organization problem. Reading the complete sentence in context helps confirm agreement, logical modification, and precise wording instead of selecting an option only because it sounds familiar.

74. A — The correct sentence uses precise, neutral language and records the event and response without slang or vague wording. The other choices contain a grammar, usage, clarity, or organization problem. Reading the complete sentence in context helps confirm agreement, logical modification, and precise wording instead of selecting an option only because it sounds familiar.

75. B — The singular antecedent “each pump” correctly takes the singular verb “has” and the singular possessive pronoun “its.” The other choices contain a grammar, usage, clarity, or organization problem. Reading the complete sentence in context helps confirm agreement, logical modification, and precise wording instead of selecting an option only because it sounds familiar.

76. D — The revision states the cause directly and removes redundant phrases such as “the reason” combined with “because.” The other choices contain a grammar, usage, clarity, or organization problem. Reading the complete sentence in context helps confirm agreement, logical modification, and precise wording instead of selecting an option only because it sounds familiar.

77. B — The introductory phrase is followed by a comma, while no comma is needed between the subject and its verb. The remaining choices misuse punctuation, capitalization, or sentence boundaries. Applying the specific convention to the complete sentence is more reliable than placing marks only where a pause seems to occur in speech.

78. D — A semicolon correctly joins two closely related independent clauses without a coordinating conjunction. The remaining choices misuse punctuation, capitalization, or sentence boundaries. Applying the specific convention to the complete sentence is more reliable than placing marks only where a pause seems to occur in speech. Correct mechanics make the sentence structure immediately clear.

79. A — Days of the week and months are proper nouns and require capitalization, while the common phrase “safety meeting” does not. The remaining choices misuse punctuation, capitalization, or sentence boundaries. Applying the specific convention to the complete sentence is more reliable than placing marks only where a pause seems to occur in speech.

80. C — The wiring belongs to one motor, so the singular possessive form adds an apostrophe followed by s. The remaining choices misuse punctuation, capitalization, or sentence boundaries. Applying the specific convention to the complete sentence is more reliable than placing marks only where a pause seems to occur in speech. Correct mechanics make the sentence structure immediately clear.

81. D — The sentence asks a direct question, so it correctly ends with a question mark. The remaining choices misuse punctuation, capitalization, or sentence boundaries. Applying the specific convention to the complete sentence is more reliable than placing marks only where a pause seems to occur in speech. Correct mechanics make the sentence structure immediately clear.

82. B — A colon appropriately follows a complete introductory clause and introduces the list of required items. The remaining choices misuse punctuation, capitalization, or sentence boundaries. Applying the specific convention to the complete sentence is more reliable than placing marks only where a pause seems to occur in speech. Correct mechanics make the sentence structure immediately clear.

83. A — A comma before the coordinating conjunction “but” correctly joins the two independent clauses. The remaining choices misuse punctuation, capitalization, or sentence boundaries. Applying the specific convention to the complete sentence is more reliable than placing marks only where a pause seems to occur in speech. Correct mechanics make the sentence structure immediately clear.

84. C — The clause “which was installed last year” adds nonessential information, so commas correctly set it off from the main sentence. The remaining choices misuse punctuation, capitalization, or sentence boundaries. Applying the specific convention to the complete sentence is more reliable than placing marks only where a pause seems to occur in speech.

85. D — “Concise” means expressing the needed information in few words without unnecessary detail, so “brief but complete” matches the context. The other options may be related in topic or tone, but they do not match the word's meaning here. Context clues, sentence logic, and the word's role narrow the intended meaning to the keyed choice.

86. C — “Gradual” describes a change that develops by small degrees over time rather than happening suddenly. The other options may be related in topic or tone, but they do not match the word's meaning here. Context clues, sentence logic, and the word's role narrow the intended meaning to the keyed choice.

87. A — To “verify” a reading is to check or confirm its accuracy before accepting or recording it. The other options may be related in topic or tone, but they do not match the word's meaning here. Context clues, sentence logic, and the word's role narrow the intended meaning to the keyed choice.

88. B — A “precaution” is a preventive step taken in advance to reduce the chance of harm or trouble. The other options may be related in topic or tone, but they do not match the word's meaning here. Context clues, sentence logic, and the word's role narrow the intended meaning to the keyed choice.

89. D — “Minimize” means make something as small or limited as reasonably possible, which fits reducing downtime. The other options may be related in topic or tone, but they do not match the word's

meaning here. Context clues, sentence logic, and the word's role narrow the intended meaning to the keyed choice.

90. B — When two readings are “consistent,” they agree or fit together without an important contradiction. The other options may be related in topic or tone, but they do not match the word's meaning here. Context clues, sentence logic, and the word's role narrow the intended meaning to the keyed choice. The surrounding sentence narrows the meaning precisely.

91. C — In troubleshooting, “isolated” means narrowed down or separated the actual source from other possibilities. The other options may be related in topic or tone, but they do not match the word's meaning here. Context clues, sentence logic, and the word's role narrow the intended meaning to the keyed choice. The surrounding sentence narrows the meaning precisely.

92. A — “Temporary” describes something meant to remain in place only for a limited period rather than permanently. The other options may be related in topic or tone, but they do not match the word's meaning here. Context clues, sentence logic, and the word's role narrow the intended meaning to the keyed choice.

93. C — “Maintenance” is the standard spelling, formed with the sequence m-a-i-n-t-e-n-a-n-c-e. The other choices contain common errors involving doubled consonants, omitted letters, reversed order, or incorrect suffix patterns. Checking syllables and familiar word parts helps distinguish standard spelling from forms that merely look plausible. Pronunciation alone is not always a reliable guide.

94. D — “Necessary” is correctly spelled with one c followed by double s: n-e-c-e-s-s-a-r-y. The other choices contain common errors involving doubled consonants, omitted letters, reversed order, or incorrect suffix patterns. Checking syllables and familiar word parts helps distinguish standard spelling from forms that merely look plausible. Pronunciation alone is not always a reliable guide.

95. A — “Equipment” is spelled e-q-u-i-p-m-e-n-t, without an extra t or e and without doubling the p. The other choices contain common errors involving doubled consonants, omitted letters, reversed order, or incorrect suffix patterns. Checking syllables and familiar word parts helps distinguish standard spelling from forms that merely look plausible. Pronunciation alone is not always a reliable guide.

96. B — “Separate” is correctly spelled with an a in the middle syllable: s-e-p-a-r-a-t-e. The other choices contain common errors involving doubled consonants, omitted letters, reversed order, or incorrect suffix patterns. Checking syllables and familiar word parts helps distinguish standard spelling from forms that merely look plausible. Pronunciation alone is not always a reliable guide.

97. D — “Occurred” doubles both the c and the r before the -ed ending. The other choices contain common errors involving doubled consonants, omitted letters, reversed order, or incorrect suffix patterns. Checking syllables and familiar word parts helps distinguish standard spelling from forms that merely look plausible. Pronunciation alone is not always a reliable guide.

98. B — “Accessible” is the standard spelling, with double c, double s, and the ending -ible. The other choices contain common errors involving doubled consonants, omitted letters, reversed order, or

incorrect suffix patterns. Checking syllables and familiar word parts helps distinguish standard spelling from forms that merely look plausible. Pronunciation alone is not always a reliable guide.

99. C — “Temperature” is correctly spelled t-e-m-p-e-r-a-t-u-r-e, including the internal “era” sequence. The other choices contain common errors involving doubled consonants, omitted letters, reversed order, or incorrect suffix patterns. Checking syllables and familiar word parts helps distinguish standard spelling from forms that merely look plausible. Pronunciation alone is not always a reliable guide.

100. A — “Immediately” is correctly spelled with double m and the ending -iately followed by -ly. The other choices contain common errors involving doubled consonants, omitted letters, reversed order, or incorrect suffix patterns. Checking syllables and familiar word parts helps distinguish standard spelling from forms that merely look plausible. Pronunciation alone is not always a reliable guide.