

PRACTICE EXAM 9: STATIONARY ENGINEER APPRENTICE SIMULATION (100 QUESTIONS)

This 100-question practice exam is a condensed simulation for the Stationary Engineer Apprentice placement test. The IUOE Local 501 Southern California JATC publicly describes its apprenticeship exam as TABE Level A, approximately five hours long, covering 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 control-room notice says: "From 10:00 to 11:30 a.m., Air Handler 4 will operate in manual mode while its temperature sensor is calibrated. Alarms will remain active. Report any temperature outside the posted limits to the control room." What is the main purpose of the notice?

- A. To explain a temporary operating condition during sensor calibration
- B. To announce the permanent shutdown of Air Handler 4
- C. To instruct employees to disable all temperature alarms
- D. To request replacement of the air handler before 10:00 a.m.

2. A receiving memo states: "The loading dock will be resurfaced Friday morning. Deliveries arriving before noon must use the south service gate. Normal dock access will resume at 12:30 p.m." What should a driver arriving at 10:45 a.m. on Friday do?

- A. Wait until 12:30 p.m. at the loading dock
- B. Use the loading dock because resurfacing is complete
- C. Cancel the delivery and return the following week
- D. Use the south service gate

3. A storage procedure reads: "Before moving any chemical drum, compare the drum label with the transfer ticket. Confirm the destination area, inspect the drum for damage, and then move it using approved handling equipment." What must be done before the drum is moved?

- A. Move the drum first and inspect it at the destination
- B. Confirm the label, destination, and drum condition
- C. Remove the label so it cannot be damaged in transit
- D. Ask the receiving area to create a new transfer ticket afterward

4. A shift report says: "Condensate Pump B cycled more often than usual after the level-control probe became coated with residue. The probe was cleaned, and cycling returned to its normal frequency." What relationship is described?

- A. Cleaning the probe caused the pump to stop permanently
- B. Normal cycling caused residue to form on the probe
- C. Residue on the probe was associated with unusually frequent cycling
- D. The pump cycled less often because the probe was coated

5. A work order says: "The replacement valve is compatible with the existing piping, but installation must be deferred until the scheduled shutdown because the line cannot be isolated safely while the process is running." In this sentence, what does deferred most nearly mean?

- A. Completed without delay
- B. Postponed until a later time
- C. Inspected for hidden damage
- D. Changed to a different location

6. A supervisor writes: "Please record the suction and discharge pressures at the start of each round for the next three days. We need enough readings to determine whether yesterday's pressure fluctuation was isolated or part of a trend." Why are repeated readings requested?

- A. To prove that yesterday's reading was definitely incorrect
- B. To eliminate the need for future operating rounds
- C. To determine whether the fluctuation is part of a continuing pattern
- D. To change the pressure before collecting any additional data

7. A maintenance note states: "Filter differential pressure is still below the replacement limit, but it has increased on each of the last four weekly checks. Continue weekly monitoring and have a replacement filter available." What is the best inference?

- A. The filter already exceeds the replacement limit
- B. Weekly monitoring should stop because the reading is acceptable
- C. The replacement filter should be installed immediately regardless of the limit
- D. The filter is not yet due for replacement, but its condition is changing

8. A training bulletin says: "When two employees share a task, one person should read the procedure aloud while the other performs each step and confirms completion. This method is especially useful during unfamiliar or infrequent work." What is the bulletin recommending?

- A. A coordinated method for reducing missed steps during uncommon tasks
- B. A faster way to skip written procedures during routine work
- C. A rule that only one employee may participate in unfamiliar work
- D. A requirement to memorize every procedure before starting any task

9. A parts-room sign reads: "Return unused gaskets to the labeled bins. Do not place opened gasket packages back into sealed-stock locations." Which action follows the sign?

- A. Put every opened package back with sealed stock
- B. Discard all unused gaskets after opening a package
- C. Place an unused gasket from an opened package in the proper labeled return bin
- D. Leave unused gaskets on the counter for the next shift

10. A schedule states: "Electrical inspection begins in the basement at 8:00 a.m. Floors 1 through 3 will follow in order. Inspectors expect to reach Floor 2 at approximately 10:15 a.m." Which area is scheduled immediately before Floor 2?

- A. The basement only
- B. Floor 3
- C. The roof mechanical room
- D. Floor 1

11. A service report says: "The belt showed no visible cracking, but tension measured below the manufacturer's recommended range. Tension was adjusted and the unit was returned to service." Which statement is supported by the report?

- A. The belt needed adjustment even though it showed no visible cracking
- B. The belt was replaced because it had severe cracks
- C. The unit remained out of service after tension was adjusted
- D. The tension reading was above the recommended range

12. An email says: "The vendor confirmed that the replacement motor will arrive Tuesday instead of Monday. The installation crew has been moved to Wednesday so the motor can be inspected before installation." Why was the crew moved to Wednesday?

- A. Because the motor was already installed on Monday
- B. To allow time to inspect the motor after its later arrival
- C. Because Tuesday was removed from the workweek
- D. To avoid inspecting the motor before installation

13. A procedure states: "If the first sample is outside the expected range, collect a second sample before making an adjustment. If both samples are outside the range, notify the lead operator." What should happen after one abnormal sample?

- A. Make an immediate adjustment without another sample
- B. Collect a second sample before adjusting the process
- C. Notify the lead operator before taking any second sample
- D. Ignore the result because one sample can never be useful

14. A building notice says: "Water will be unavailable in the east wing from 6:00 to 7:30 a.m. while a valve is replaced. Restrooms in the west wing will remain in service." What is the relationship between the two statements?

- A. The second statement cancels the valve replacement
- B. The second statement explains why all restrooms will close
- C. The second statement identifies an available alternative during the outage
- D. The second statement says the east wing outage will last all day

15. A daily log reads: "At 2:10 p.m., the cooling-tower fan stopped after an overload trip. The operator reset the overload once, and the fan restarted. No second trip occurred before shift change." Which detail is stated directly?

- A. The fan tripped repeatedly throughout the shift
- B. The fan motor was replaced before shift change
- C. The overload was permanently bypassed after the trip
- D. The fan restarted after one overload reset

16. A safety message says: "Keep the access path to the emergency panel clear at all times. Temporary storage, carts, and discarded packaging must be kept outside the marked floor boundary." Which sentence best summarizes the message?

- A. Do not store items where they could obstruct access to the emergency panel
- B. Use the emergency panel area for short-term storage only
- C. Move the emergency panel whenever carts block the path
- D. Discard all packaging inside the marked floor boundary

17. A maintenance instruction says: "Before opening the strainer housing, close the upstream valve, close the downstream valve, and verify that pressure has been relieved. Do not loosen the cover until all three conditions are met." When may the cover be loosened?

- A. After either valve is closed, even if pressure remains

- B. Before isolating the line so pressure can escape faster
- C. After both valves are closed and pressure has been relieved
- D. Only after the upstream valve is reopened

18. A team leader writes: "Yesterday's inspection took longer because several equipment tags were missing or unreadable. Before next week's inspection, replace damaged tags and verify that each unit number matches the route sheet." What problem is the leader trying to prevent?

- A. Delays caused by difficulty identifying equipment during the inspection
- B. Excessive equipment temperature during normal operation
- C. A shortage of replacement filters in the storeroom
- D. Early completion of the inspection route

19. A notice states: "The contractor will test the fire alarm horns at 1:00 p.m. The test should last less than ten minutes. Employees should continue normal work unless a separate evacuation announcement is made." What should employees do when the test begins?

- A. Evacuate immediately when the test horns sound
- B. Continue working unless a separate evacuation announcement is issued
- C. Stop all work for the remainder of the day
- D. Call the contractor to ask whether the test is real

20. A purchasing note says: "Three vendors can supply the requested bearings. Vendor A has the lowest price, Vendor B can deliver soonest, and Vendor C offers the longest warranty. The supervisor must choose based on the project's most important requirement." What is the main point?

- A. Vendor A is automatically the best choice in every situation
- B. Delivery time is the only factor that should ever be considered
- C. All three vendors offer identical price, delivery, and warranty terms
- D. The best vendor depends on which purchasing priority matters most

21. What is $6.75 + 12.48$?

- A. 18.23
- B. 19.13
- C. 19.23
- D. 20.23

22. What is $42.6 - 17.85$?

- A. 24.75
- B. 25.75
- C. 24.85
- D. 23.75

23. What is 37×26 ?

- A. 852
- B. 972
- C. 942
- D. 962

24. What is $2,184 \div 28$?

- A. 68
- B. 78
- C. 88
- D. 76

25. What is $\frac{3}{8} + \frac{5}{12}$?

- A. $\frac{19}{24}$

- B. $\frac{8}{20}$
- C. $\frac{2}{3}$
- D. $\frac{17}{24}$

26. What is $\frac{7}{9} \times \frac{3}{14}$?

- A. $\frac{7}{54}$
- B. $\frac{3}{23}$
- C. $\frac{1}{6}$
- D. $\frac{5}{18}$

27. What is $18.9 \div 0.7$?

- A. 2.7
- B. 270
- C. 26
- D. 27

28. What is 35% of 240?

- A. 74
- B. 84
- C. 96
- D. 8.4

29. Evaluate: $18 + 6 \times 4 - 9$.

- A. 87
- B. 24
- C. 33
- D. 51

30. What is $5^3 - 4^2$?

- A. 21
- B. 89
- C. 117
- D. 109

31. Simplify: $4(3x - 2) + 5x$.

- A. $12x - 2$
- B. $17x - 8$
- C. $17x - 2$
- D. $9x - 8$

32. Solve for x : $6x + 11 = 53$.

- A. $x = 7$
- B. $x = 6$
- C. $x = 8$
- D. $x = 9$

33. If $x = 4$, what is $2x^2 + 3x - 5$?

- A. 27
- B. 39
- C. 35
- D. 43

34. Reduce the ratio 54:72 to lowest terms.

- A. 2:3
- B. 4:5
- C. 3:4
- D. 6:7

35. Write $\frac{7}{20}$ as a decimal.

- A. 0.28
- B. 0.70
- C. 0.075
- D. 0.35

36. What is the mean of 14, 18, 21, 23, and 29?

- A. 21
- B. 19
- C. 22
- D. 23

37. An apprentice earns \$24.50 per hour and works 8 regular hours. What is the regular-time pay for the shift?

- A. \$196.00
- B. \$186.00
- C. \$204.50
- D. \$245.00

38. A tank contains 1,260 gallons. A pump removes water at 42 gallons per minute. How many minutes will it take to remove 1,260 gallons at that constant rate?

- A. 24 minutes
- B. 36 minutes
- C. 42 minutes
- D. 30 minutes

39. A rectangular equipment pad is 18 feet long and 11 feet wide. What is its perimeter?

- A. 29 feet
- B. 198 feet
- C. 58 feet
- D. 40 feet

40. A floor section measures 14 feet by 9 feet. What is its area?

- A. 46 square feet
- B. 126 square feet
- C. 23 square feet
- D. 252 square feet

41. A crew uses 18 filters over 6 weeks at a steady rate. At the same rate, how many filters will be used in 10 weeks?

- A. 24 filters
- B. 36 filters
- C. 60 filters
- D. 30 filters

42. A tool normally costs \$160 and is discounted by 15%. What is the sale price before tax?

- A. \$24
- B. \$145

- C. \$136
- D. \$176

43. A temperature is 68°F . Using $C = (F - 32) \times 5/9$, what is the temperature in degrees Celsius?

- A. 20°C
- B. 16°C
- C. 28°C
- D. 36°C

44. A job starts at 7:35 a.m. and ends at 10:20 a.m. How long does the job take?

- A. 2 hours 35 minutes
- B. 2 hours 45 minutes
- C. 2 hours 55 minutes
- D. 3 hours 15 minutes

45. Four identical valves cost \$372 in total. At the same unit price, what would seven valves cost?

- A. \$558
- B. \$744
- C. \$868
- D. \$651

46. A pipe is 7 feet 8 inches long. How many inches long is it?

- A. 84 inches
- B. 88 inches
- C. 92 inches
- D. 96 inches

47. A rectangular box measures 5 feet long, 4 feet wide, and 3 feet high. What is its volume?

- A. 12 cubic feet
- B. 60 cubic feet
- C. 20 cubic feet
- D. 47 cubic feet

48. Using simple interest $I = PRT$, how much interest is earned on \$1,500 at 4% per year for 2 years?

- A. \$120
- B. \$60
- C. \$180
- D. \$1,620

49. A vehicle travels 168 miles in 3.5 hours at a constant average rate. What is the average speed?

- A. 48 miles per hour
- B. 42 miles per hour
- C. 52 miles per hour
- D. 58 miles per hour

50. On a drawing, 1 inch represents 6 feet. A pipe run measures 4.5 inches on the drawing. What is the actual length?

- A. 10.5 feet
- B. 27 feet
- C. 24 feet
- D. 30 feet

51. A meter reading increases from 250 to 290. What is the percent increase?

- A. 14%
- B. 20%
- C. 16%
- D. 40%

52. A maintenance budget is \$2,400. After spending \$685 on parts and \$940 on labor, how much remains?

- A. \$675
- B. \$875
- C. \$1,625
- D. \$775

53. A bin holds 48 bolts. Three-eighths of them are used. How many bolts remain?

- A. 18 bolts
- B. 30 bolts
- C. 24 bolts
- D. 36 bolts

54. A crew needs 2.5 gallons of cleaner for each of 6 identical areas. How many gallons are needed altogether?

- A. 15 gallons
- B. 8.5 gallons
- C. 12 gallons
- D. 18 gallons

55. A box contains 5 red tags, 3 blue tags, and 2 green tags. If one tag is selected at random, what is the probability it is blue?

- A. $\frac{1}{5}$
- B. $\frac{1}{3}$
- C. $\frac{3}{10}$
- D. $\frac{1}{2}$

56. Which sentence is written correctly?

- A. Neither of the pumps are ready for service.
- B. Neither of the pumps were ready for service tomorrow.
- C. Neither of the pump is ready for service.
- D. Neither of the pumps is ready for service.

57. Choose the sentence with correct pronoun agreement.

- A. Each applicant must bring his or her identification to the desk.
- B. Each applicant must bring their identifications to the desk.
- C. Each applicants must bring his or her identification to the desk.
- D. Each applicant must brings his or her identification to the desk.

58. Which sentence uses verb tense consistently?

- A. The operator checks the gauge and recorded the reading.
- B. The operator checked the gauge and recorded the reading.
- C. The operator had checked the gauge and records the reading.
- D. The operator checking the gauge and recorded the reading.

59. Which sentence is the clearest and most concise?

- A. The crew made an inspection of the valve before they did a restart of the pump.

- B. Before restarting the pump, an inspection of the valve was made by the crew members.
- C. The crew inspected the valve before restarting the pump.
- D. The crew, who were the crew members, inspected the valve prior to restarting of the pump.

60. Choose the sentence with correct parallel structure.

- A. The job requires measuring pressure, to record readings, and reporting problems.
- B. The job requires pressure measurement, recording readings, and to report problems.
- C. The job requires to measure pressure, recording readings, and problems are reported.
- D. The job requires measuring pressure, recording readings, and reporting problems.

61. Which sentence places the modifying phrase correctly?

- A. Maria recorded the voltage readings after checking, the panel.
- B. After checking the panel, Maria recorded the voltage readings.
- C. After checking the panel, the voltage readings were recorded by Maria's clipboard.
- D. The voltage readings, after checking the panel, Maria recorded.

62. Choose the best word to complete the sentence: "The supervisor asked the crew to _____ the readings before submitting the report."

- A. verify
- B. invent
- C. scatter
- D. ignore

63. Which revision best combines the sentences? "The alarm sounded. The operator checked the panel immediately."

- A. The alarm sounded, the operator checked the panel immediately.
- B. The alarm sounded and because the operator checked the panel immediately.

- C. Sounding the alarm, the panel checked the operator immediately.
- D. When the alarm sounded, the operator checked the panel immediately.

64. Which sentence avoids unnecessary repetition?

- A. The final end result was documented in the report.
- B. The final result was documented and written down in the report document.
- C. The final result was documented in the report.
- D. The result that was final in the end was documented in the report.

65. Choose the best transition: "The first inspection found no leak. _____, the crew scheduled another check because the odor continued."

- A. Nevertheless
- B. For example
- C. Therefore
- D. Similarly

66. Which choice is a complete sentence?

- A. Because the mechanic replaced the damaged coupling.
- B. After replacing the damaged coupling before lunch.
- C. The damaged coupling that the mechanic replaced before lunch.
- D. The mechanic replaced the damaged coupling before lunch.

67. Which sentence corrects the run-on?

- A. The pump stopped unexpectedly the operator notified the supervisor.
- B. The pump stopped unexpectedly, so the operator notified the supervisor.
- C. The pump stopped unexpectedly, the operator notified the supervisor.
- D. The pump stopped unexpectedly so, the operator notified the supervisor.

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

- A. A list of replacement parts are attached to the work order.
- B. A list of replacement parts be attached to the work order.
- C. A list of replacement parts is attached to the work order.
- D. A list of replacement parts were attaches to the work order.

69. Which sentence uses the correct comparative form?

- A. This route is more shorter than the alternate route.
- B. This route is shortest than the alternate route.
- C. This route is shorter than the alternate route.
- D. This route is more shortest compared with the alternate route.

70. Choose the sentence in which the pronoun reference is clear.

- A. After Elena spoke with Priya, she submitted it.
- B. Elena told Priya that she had submitted her form.
- C. After she spoke with her, Elena submitted it.
- D. After Elena spoke with Priya, Elena submitted the inspection form.

71. Which sentence uses the word affect correctly?

- A. The blocked intake can effect motor temperature by making it rise.
- B. The blocked intake can affect motor temperature.
- C. The blocked intake can affects motor temperature.
- D. The blocked intake can affected motor temperature tomorrow.

72. Which sentence is written in active voice?

- A. The technician tested the circuit before startup.
- B. The circuit was tested before startup by the technician.
- C. Before startup, the circuit had been tested by the technician.
- D. The circuit is being tested by the technician before startup.

73. Which sentence uses a logical sequence of ideas?

- A. Finally isolate the equipment, first begin the inspection, and then verify zero energy.
- B. First isolate the equipment, then verify zero energy, and finally begin the inspection.
- C. Begin the inspection, finally isolate the equipment, and first verify zero energy.
- D. Verify zero energy, first begin the inspection, and isolate the equipment finally before starting.

74. Choose the sentence that uses the correct form of its/it's.

- A. The pump lost it's prime after the line was opened.
- B. The pump lost its' prime after the line was opened.
- C. The pump lost it is prime after the line was opened.
- D. The pump lost its prime after the line was opened.

75. Which sentence uses the correct word?

- A. The crew placed the spare parts beside the cabinet.
- B. The crew placed the spare parts besides the cabinet.
- C. The crew placed the spare parts between the single cabinet.
- D. The crew placed the spare parts among the cabinet.

76. Which sentence has the most appropriate formal tone for a maintenance report?

- A. The unit was kinda down until the electrical folks got around to it.

- B. That unit was totally dead while somebody checked the wires.
- C. The unit remained offline pending completion of the electrical inspection.
- D. The unit was, you know, off because electrical stuff still needed looking at.

77. Which sentence is punctuated correctly?

- A. Before the test begins check, your identification and calculator.
- B. Before the test begins, check your identification and calculator.
- C. Before, the test begins check your identification and calculator.
- D. Before the test begins check your identification, and calculator.

78. Which sentence uses the apostrophe correctly?

- A. The supervisor reviewed the operator's log entries, written by several operators.
- B. The supervisor reviewed the operators log entry's.
- C. The supervisor reviewed the operators' log entries.
- D. The supervisor reviewed the operators's log entries.

79. Which sentence uses a colon correctly?

- A. Bring three items: a pencil, identification, and a calculator.
- B. Bring: three items a pencil, identification, and a calculator.
- C. Bring three: items a pencil, identification, and a calculator.
- D. Bring three items a pencil: identification, and a calculator.

80. Which sentence is capitalized correctly?

- A. The Training Session begins monday in building B.
- B. The training session begins monday in Building b.
- C. The training Session begins Monday in building B.
- D. The training session begins Monday in Building B.

81. Which sentence punctuates the quotation correctly?

- A. The supervisor said "Record the reading before noon".
- B. The supervisor said, "Record the reading before noon".
- C. The supervisor said, "Record the reading before noon."
- D. The supervisor said "Record the reading, before noon."

82. Which sentence uses a semicolon correctly?

- A. The inspection; is complete the report still needs approval.
- B. The inspection is complete,; the report still needs approval.
- C. The inspection is complete; because the report still needs approval.
- D. The inspection is complete; the report still needs approval.

83. Which sentence uses commas correctly in a series?

- A. Inspect the belt, coupling, guard, and mounting bolts.
- B. Inspect the belt coupling, guard and, mounting bolts.
- C. Inspect, the belt, coupling guard and mounting bolts.
- D. Inspect the belt coupling guard, and mounting bolts.

84. Which sentence correctly uses a hyphen?

- A. The crew completed a two hour inspection.
- B. The crew completed a two-hour inspection.
- C. The crew completed a two--hour inspection.
- D. The crew completed a two hour-inspection.

85. In the sentence "The proposed repair is feasible within the available time and budget," feasible most nearly means:

- A. dangerous and forbidden
- B. temporary and hidden
- C. practical and possible
- D. expensive and unnecessary

86. In the sentence "Keep the summary concise so the next shift can review it quickly," concise most nearly means:

- A. brief but complete
- B. long and highly detailed
- C. uncertain and confusing
- D. informal and humorous

87. In the sentence "The manager will allocate two technicians to the inspection," allocate most nearly means:

- A. dismiss without notice
- B. assign for a particular purpose
- C. train from the beginning
- D. move without permission

88. In the sentence "The coating may deteriorate if it is exposed to moisture for long periods," deteriorate most nearly means:

- A. become brighter in color
- B. remain exactly unchanged
- C. increase suddenly in size
- D. become worse in condition

89. In the sentence "Verify the serial number before ordering the part," verify most nearly means:

- A. erase it completely
- B. confirm that it is correct
- C. estimate it roughly
- D. copy it without checking

90. In the sentence "The storage room is adjacent to the workshop," adjacent most nearly means:

- A. directly beneath and sealed
- B. far away from
- C. inside the center of
- D. next to or very near

91. In the sentence "The intermittent noise appears only during some startups," intermittent most nearly means:

- A. continuing without any break
- B. becoming steadily louder
- C. occurring at irregular intervals
- D. limited to one permanent event

92. In the sentence "Attendance at the safety briefing is mandatory," mandatory most nearly means:

- A. required
- B. optional
- C. delayed
- D. informal

93. Which word is spelled correctly?

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

94. Which word is spelled correctly?

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

95. Which word is spelled correctly?

- A. neccessary
- B. necessary
- C. necesary
- D. nessessary

96. Which word is spelled correctly?

- A. occurence
- B. occurance
- C. ocurrence
- D. occurrence

97. Which word is spelled correctly?

- A. immediatly

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

98. Which word is spelled correctly?

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

99. Which word is spelled correctly?

- A. receive
- B. recieve
- C. receeve
- D. receive

100. Which word is spelled correctly?

- A. shedule
- B. scheddule
- C. schedual
- D. schedule

Practice Exam 9: Answer Key and Explanations

1. A — The notice explains that Air Handler 4 will temporarily run in manual mode while a sensor is calibrated, while alarms remain active and abnormal temperatures must still be reported. Its central purpose is therefore to communicate a temporary operating condition, not a permanent shutdown, alarm removal, or equipment replacement. That reasoning identifies the only supported answer choice.

- 2. D** — The memo gives a specific temporary route for Friday morning: deliveries before noon must use the south service gate. A 10:45 a.m. arrival falls within that period, so the driver should follow the alternate entrance. The notice does not require cancellation, waiting until 12:30, or normal dock use during resurfacing.
- 3. B** — The procedure lists three checks before movement: compare the label with the ticket, confirm the destination, and inspect the drum for damage. Only after those steps does it direct the worker to move the drum with approved equipment. The other choices either reverse the required sequence or omit essential pre-movement checks.
- 4. C** — The report links residue on the level-control probe with unusually frequent pump cycling, then notes that cleaning the probe restored normal frequency. That sequence supports an association between the fouled probe and the abnormal cycling. The distractors reverse cause and effect, claim a permanent stoppage, or state the opposite change in cycling frequency.
- 5. B** — The work order says installation cannot occur while the process is running and must wait for a scheduled shutdown. In that context, deferred means postponed or delayed until a later time. It does not mean completed immediately, inspected for damage, or relocated. The surrounding timing information provides the strongest clue to the word's meaning.
- 6. C** — The supervisor wants several days of readings so the team can compare values and decide whether the earlier fluctuation was a one-time event or part of a trend. Repeated measurements provide evidence across time. They do not automatically prove the first reading wrong, eliminate future rounds, or instruct operators to alter pressure before gathering data.
- 7. D** — The note says the differential pressure remains below the replacement limit, so immediate replacement is not yet required. However, the reading has risen during four consecutive checks, showing a changing condition that deserves continued monitoring and preparation. The other options ignore either the current acceptable value or the clearly stated upward trend.
- 8. A** — The bulletin recommends dividing responsibilities so one employee reads the procedure and the other performs and confirms each step. That coordinated approach helps prevent missed steps, especially during unfamiliar or infrequent work. It does not authorize skipping procedures, restrict all such work to one person, or require memorizing an entire procedure beforehand.
- 9. C** — The sign distinguishes sealed stock from material taken from an opened package. Unused gaskets should go to labeled return bins, while opened packages should not be mixed back into sealed-stock locations. Therefore, using the designated return bin follows the instruction. The other choices either contaminate stock organization, waste usable material, or leave parts uncontrolled.
- 10. D** — The schedule begins with the basement and then states that Floors 1 through 3 will be inspected in order. Within that sequence, Floor 1 comes immediately before Floor 2, and Floor 3 comes afterward. The roof mechanical room is not listed, while the basement occurs earlier in the schedule rather than immediately before Floor 2.

11. A — The report explicitly states that the belt had no visible cracking but that its tension was below the recommended range. The technician adjusted tension and returned the unit to service. Therefore, adjustment was needed despite the absence of cracks. The other choices contradict the stated belt condition, the measured direction of the tension problem, or the final equipment status.

12. B — The motor's delivery shifted from Monday to Tuesday, and the crew was rescheduled for Wednesday specifically so the motor could be inspected before installation. The new date creates time for that inspection after arrival. The other choices contradict the stated sequence or suggest avoiding the inspection, which is the opposite of the email's reason.

13. B — The procedure gives a two-step response. After the first sample falls outside the expected range, the operator must collect a second sample before making an adjustment. Notification comes only if both samples are abnormal. Thus, the correct next action is another sample, not an immediate adjustment, immediate escalation, or complete dismissal of the first result.

14. C — The first sentence announces a temporary water outage in the east wing. The second tells occupants that west-wing restrooms will remain usable, providing an alternative during that period. It does not cancel the work, close all restrooms, or extend the outage. Its function is to help readers respond practically to the temporary limitation.

15. D — The log directly states that the operator reset the overload once and the fan restarted, with no second trip before shift change. Nothing says the fan tripped repeatedly, that the motor was replaced, or that the overload was bypassed. Those alternatives add events not present in the record, whereas the correct choice restates an explicit detail.

16. A — The message requires the access path and marked boundary around the emergency panel to remain clear. Its best summary is therefore that items must not be stored where they could block access. The other choices permit the very obstruction the notice prohibits, suggest moving fixed equipment, or place discarded packaging inside the restricted area.

17. C — The instruction makes all three conditions prerequisites: upstream valve closed, downstream valve closed, and pressure relieved. The cover may be loosened only after every requirement is satisfied. Closing just one valve is insufficient, opening the housing before isolation violates the sequence, and reopening the upstream valve would defeat the required isolation rather than complete it.

18. A — The leader connects yesterday's longer inspection with missing or unreadable equipment tags. Replacing tags and matching unit numbers to the route sheet will make equipment easier to identify and should prevent similar delays. The message does not mention temperature, filter inventory, or a problem with finishing too early, so those choices are unsupported.

19. B — The notice distinguishes a planned horn test from an actual evacuation instruction. Employees are told to continue normal work unless a separate evacuation announcement is made. Therefore, the test sound alone does not require evacuation. The other choices disregard that explicit direction by treating the test as an emergency, ending work, or requiring unnecessary confirmation.

20. D — The note presents three different advantages: price, delivery speed, and warranty length. It then says the supervisor must choose according to the project's most important requirement. Therefore, there is no universally best vendor in the passage. The correct choice captures the tradeoff, while the distractors incorrectly treat one factor as absolute or claim the offers are identical.

21. C — Align the decimal points before adding: $6.75 + 12.48 = 19.23$. The hundredths are added to hundredths and the tenths to tenths, with carrying handled normally. An estimate of about $7 + 12.5 = 19.5$ also shows that 19.23 is reasonable and the other choices are less plausible. The calculation therefore confirms the keyed result exactly.

22. A — Write 42.6 as 42.60 and subtract 17.85 by place value. The result is 24.75. Keeping the decimals aligned prevents tenths and hundredths from being mixed. Because 42.6 minus about 18 is about 24.6, the computed answer is also consistent with a quick reasonableness estimate. The calculation therefore confirms the keyed result exactly.

23. D — Multiply 37 by 26 using distribution: $37 \times 20 = 740$ and $37 \times 6 = 222$. Adding the partial products gives 962. The result must be close to $40 \times 25 = 1,000$, so 962 is sensible. The other values come from typical multiplication or addition slips. The calculation therefore confirms the keyed result exactly.

24. B — Division asks how many groups of 28 fit into 2,184. Since $28 \times 78 = 2,184$, the quotient is 78 exactly. Multiplying the proposed quotient by the divisor is a reliable reverse check. The nearby alternatives fail that check and would produce totals either below or above 2,184. The calculation therefore confirms the keyed result exactly.

25. A — Use a common denominator of 24. Three eighths becomes $9/24$, and five twelfths becomes $10/24$. Adding gives $19/24$, which is already in lowest terms. Adding numerators and denominators directly is invalid, and the other fraction choices do not represent the sum of the two original quantities. The calculation therefore confirms the keyed result exactly.

26. C — Multiply numerators and denominators: 7×3 over 9×14 gives $21/126$. Reducing by 21 yields $1/6$. Cross-canceling first also works: 7 with 14 leaves 1 and 2, while 3 with 9 leaves 1 and 3, giving $1/(2 \times 3) = 1/6$. The calculation therefore confirms the keyed result exactly.

27. D — Move the decimal one place in both numbers to rewrite $18.9 \div 0.7$ as $189 \div 7$. That quotient is 27. Multiplying 27 by 0.7 returns 18.9, which verifies the result. The alternatives reflect common decimal-placement or nearby-number errors rather than the actual quotient. Checking the operation in reverse confirms the result and helps rule out the nearby arithmetic distractors.

28. B — Convert 35% to 0.35 and multiply by 240. The product is 84. Another method is to find 30% of 240, which is 72, and 5%, which is 12, then add them. The answer must be less than half of 240, supporting 84 rather than the larger or misplaced-decimal choices. The calculation therefore confirms the keyed result exactly.

29. C — Apply order of operations by multiplying before adding or subtracting. Six times four is 24, so the expression becomes $18 + 24 - 9$. Adding gives 42, and subtracting 9 gives 33. Evaluating strictly

from left to right would produce an incorrect result because multiplication has priority over addition and subtraction.

30. D — Evaluate each exponent first. Five cubed is 125, and four squared is 16. Subtracting gives $125 - 16 = 109$. Exponents represent repeated multiplication, so 5^3 is not 15 and 4^2 is not 8. Computing the powers correctly before subtracting leads to the unique correct result. The calculation therefore confirms the keyed result exactly.

31. B — Distribute 4 across the parentheses: $4(3x - 2)$ becomes $12x - 8$. Then combine like terms, $12x + 5x$, to obtain $17x - 8$. The constant -8 cannot combine with an x -term. The distractors come from incomplete distribution or incorrect combination of unlike terms. The calculation therefore confirms the keyed result exactly.

32. A — Subtract 11 from both sides to isolate the term containing x : $6x = 42$. Divide both sides by 6 to get $x = 7$. Substituting 7 back into the original equation gives $6(7) + 11 = 53$, confirming the solution. The other values do not satisfy the equation. The calculation therefore confirms the keyed result exactly.

33. B — Substitute 4 for x before performing the operations. Two times 4 squared is $2 \times 16 = 32$, and $3 \times 4 = 12$. Then $32 + 12 - 5 = 39$. Squaring the coefficient with x or skipping the exponent would change the value and produce an incorrect option.

34. C — The greatest common factor of 54 and 72 is 18. Dividing both terms by 18 gives 3:4. A ratio is reduced only when both terms are divided by the same nonzero factor. The other choices do not preserve the original relationship because their corresponding fractions are not equal to $54/72$.

35. D — A fraction can be converted to a decimal by division. Seven divided by 20 equals 0.35. Equivalently, multiply numerator and denominator by 5 to get $35/100$, which is 0.35. The other options represent different fractions or misplaced decimal values and therefore are not equivalent to seven twentieths. The calculation therefore confirms the keyed result exactly.

36. A — Add the five values first: $14 + 18 + 21 + 23 + 29 = 105$. The mean is the total divided by the number of values, so $105 \div 5 = 21$. Choosing the middle listed value by position can sometimes match the mean by coincidence, but averaging requires addition and division.

37. A — Regular-time pay equals hourly rate multiplied by regular hours. Multiplying \$24.50 by 8 gives \$196.00. No overtime multiplier is needed because the problem identifies all eight hours as regular time. The distractors come from adding instead of multiplying, using a wrong hourly figure, or moving the decimal place. The calculation therefore confirms the keyed result exactly.

38. D — Time equals total amount divided by rate. Dividing 1,260 gallons by 42 gallons per minute gives 30 minutes. The units also confirm the setup because gallons cancel, leaving minutes. Multiplying instead of dividing would make the result much too large, and the other choices do not reproduce the stated total at 42 gallons per minute.

39. C — Perimeter is the distance around the rectangle, so add all four sides or use $2(\text{length} + \text{width})$. With dimensions 18 and 11 feet, $2(18 + 11) = 58$ feet. Multiplying 18 by 11 finds area, not perimeter,

while 29 is only one length-plus-width pair. Checking the operation in reverse confirms the result and helps rule out the nearby arithmetic distractors.

40. B — Area of a rectangle is length multiplied by width. Multiplying 14 feet by 9 feet gives 126 square feet. Because area measures surface coverage, the unit must be squared. Adding the dimensions produces 23, which is not an area calculation, while doubling either a sum or product leads to the other distractors.

41. D — First find the unit rate: 18 filters divided by 6 weeks equals 3 filters per week. At that same rate, 10 weeks requires $3 \times 10 = 30$ filters. The problem assumes a constant usage rate, so proportional reasoning is appropriate. The other options do not maintain the three-filters-per-week relationship.

42. C — Fifteen percent of \$160 is $0.15 \times 160 = \$24$. A discount is subtracted from the original price, so $\$160 - \$24 = \$136$. The \$24 value is only the discount amount, \$176 adds rather than subtracts the discount, and \$145 does not represent a 15% reduction. The calculation therefore confirms the keyed result exactly.

43. A — Use the formula supplied in the question. Subtract 32 from 68 to get 36, then multiply by $5/9$. Because $36 \div 9 = 4$ and $4 \times 5 = 20$, the result is 20°C . The other values come from omitting or misapplying one of the formula's required steps. The calculation therefore confirms the keyed result exactly.

44. B — From 7:35 to 8:00 is 25 minutes, from 8:00 to 10:00 is 2 hours, and from 10:00 to 10:20 is 20 minutes. Adding those intervals gives 2 hours 45 minutes. Subtracting clock digits directly without regrouping can produce one of the incorrect alternatives. The calculation therefore confirms the keyed result exactly.

45. D — Divide the total cost by four to find the unit price: $\$372 \div 4 = \$93$ per valve. Then multiply \$93 by 7 to get \$651. The same unit price is assumed for every valve. Multiplying the original total directly or using an incorrect unit price leads to the distractor values.

46. C — Each foot contains 12 inches, so 7 feet equals $7 \times 12 = 84$ inches. Add the remaining 8 inches to get 92 inches total. The 84-inch choice ignores the extra 8 inches, while the other values result from using an incorrect conversion or adding the dimensions improperly. The calculation therefore confirms the keyed result exactly.

47. B — Volume of a rectangular box is length $\times$ width $\times$ height. Multiplying $5 \times 4 \times 3$ gives 60 cubic feet. Volume uses cubic units because it measures three-dimensional space. The choices 20 and 12 use only two dimensions, while 47 results from combining the measurements incorrectly instead of multiplying all three.

48. A — Use $I = PRT$ with principal \$1,500, rate 0.04, and time 2 years. Multiplying $1,500 \times 0.04 \times 2$ gives \$120 in simple interest. The \$60 choice covers only one year, while \$1,620 includes principal plus interest rather than interest alone. The \$180 value uses the wrong rate or time.

49. A — Average speed equals distance divided by time. Dividing 168 miles by 3.5 hours gives 48 miles per hour. A useful check is $48 \times 3.5 = 168$. The alternatives would cover different distances in 3.5 hours,

so they do not satisfy the rate relationship given in the problem. The calculation therefore confirms the keyed result exactly.

50. B — The scale is 6 actual feet for each drawing inch. Multiply 4.5 inches by 6 feet per inch to get 27 feet. The inch units cancel through the scale relationship, leaving feet. Adding 6 to 4.5 or using a different multiplier produces the incorrect alternatives instead of preserving the stated scale.

51. C — The increase is $290 - 250 = 40$. Percent increase is the change divided by the original value, so $40 \div 250 = 0.16$, or 16%. Using the new value as the denominator gives a different percentage, while 40% confuses the amount of increase with the percent increase. The calculation therefore confirms the keyed result exactly.

52. D — Add the two expenses first: $\$685 + \$940 = \$1,625$. Subtract that total from the \$2,400 budget to get \$775 remaining. The \$1,625 choice is the amount spent, not the balance. The other alternatives come from subtraction errors and do not reconcile the original budget with both listed expenses. The calculation therefore confirms the keyed result exactly.

53. B — Three-eighths of 48 is $48 \times \frac{3}{8} = 18$ bolts used. Subtracting 18 from 48 leaves 30 bolts. The question asks for the number remaining, not the number used. The 24 and 36 choices represent different fractions of the original quantity rather than the stated three-eighths usage. The calculation therefore confirms the keyed result exactly.

54. A — Multiply the amount needed per area by the number of areas: $2.5 \text{ gallons} \times 6 = 15 \text{ gallons}$. Repeated addition gives the same result. Adding 2.5 and 6 mixes unlike quantities, while 12 and 18 would correspond to different per-area usage rates than the one stated. The calculation therefore confirms the keyed result exactly.

55. C — There are $5 + 3 + 2 = 10$ tags in all, and 3 of them are blue. Probability equals favorable outcomes divided by total outcomes, so the probability is $\frac{3}{10}$. The alternatives use the wrong denominator or compare blue tags with only part of the collection instead of the full set.

56. D — Neither is singular in standard formal usage, so the verb should be is: "Neither of the pumps is ready for service." The plural noun pumps appears inside the prepositional phrase and does not control the verb. The other choices create subject-verb disagreement, inconsistent time reference, or an incorrect singular noun after of the.

57. A — The subject each applicant is singular, and the sentence maintains singular agreement with must bring and the singular noun identification. The phrase his or her provides traditional formal agreement with each. The distractors introduce a plural noun where the subject is singular, an incorrect plural subject after each, or an unnecessary -s on bring.

58. B — Both actions occurred in the same completed sequence, so checked and recorded correctly use the simple past tense. The other choices shift between present and past without a reason or use checking in a way that leaves the sentence without a complete matching verb structure. Consistent tense makes the timeline clear.

59. C — The correct sentence states the actor and actions directly: the crew inspected the valve before restarting the pump. It avoids unnecessary nouns, passive wording, and repetition. The other versions say essentially the same thing with extra words or awkward constructions, making them less clear and less concise without adding useful information.

60. D — Items in a series should use the same grammatical form. Measuring, recording, and reporting are all gerunds, so the correct sentence is parallel. The distractors mix gerunds, infinitives, nouns, and full clauses in the same series. Matching the forms makes the list easier to read and shows that the three duties have equal grammatical status.

61. B — The introductory phrase "After checking the panel" logically modifies Maria, the person who performed the checking. Placing Maria immediately after the phrase makes that relationship clear. The other choices create awkward punctuation, a dangling modifier that makes a clipboard appear to act, or an unnatural word order that obscures who performed the action.

62. A — Verify means check or confirm the accuracy of something, which fits the task of reviewing readings before a report is submitted. Invent would mean create information, scatter means spread things apart, and ignore means give no attention. Only verify expresses the careful checking that the sentence's context requires before formal reporting.

63. D — The correct revision joins the related events with the subordinating word when, showing clearly that the panel check followed the alarm. The comma separates the introductory dependent clause from the main clause. The other choices create a comma splice, an incomplete construction, or illogical wording in which the panel appears to act on the operator.

64. C — Final result communicates the idea without repeating the same meaning. "Final end result" is redundant because final and end overlap, while "documented and written down" repeats the same action. The last choice also restates final as "in the end." Concise writing removes repeated meaning while preserving all necessary information. Standard usage makes the keyed sentence uniquely correct.

65. A — Nevertheless signals contrast: the first inspection found no leak, yet the continuing odor still led to another check. Therefore would imply that finding no leak directly caused the next check without emphasizing the contrast. For example introduces an illustration, and similarly compares like situations. The sentence needs a transition that means "despite that result."

66. D — The correct choice has a complete subject, the mechanic, and a complete predicate, replaced the damaged coupling before lunch. Each distractor begins a dependent or modifying structure that leaves the thought unfinished. A complete sentence must express a full independent idea rather than merely introducing a reason, time relationship, or noun phrase.

67. B — The correct sentence joins two independent clauses with a comma followed by the coordinating conjunction so. That structure shows the result relationship and avoids a run-on. The first choice has no connector, the second is a comma splice, and the third places the comma incorrectly after so instead of before the conjunction.

68. C — The subject is *list*, which is singular, so the correct verb is *is*. The plural noun *parts* appears inside the prepositional phrase "of replacement parts" and does not control agreement. The other choices use a plural or nonstandard verb form, or combine incorrect verb and participle forms that do not fit the singular subject.

69. C — When comparing two routes, *shorter* is the correct comparative form of *short*. Adding *more* before *shorter* creates a double comparative, and *shortest* is a superlative normally used for comparing three or more items. The correct sentence makes a direct two-item comparison without unnecessary or conflicting comparison markers. Standard usage makes the keyed sentence uniquely correct.

70. D — Repeating *Elena* and naming the inspection form removes uncertainty about who performed the action and what was submitted. In the distractors, pronouns such as *she*, *her*, and *it* can refer to more than one possible person or object. Clear reference is especially important in workplace writing because ambiguous pronouns can obscure responsibility.

71. B — *Affect* is normally a verb meaning *influence*, so "can affect motor temperature" is correct. *Effect* is usually a noun in this context, and modal verbs such as *can* take the base form of the main verb. The other choices misuse *effect* or add incorrect verb endings after *can*, making their grammar or word choice faulty.

72. A — In active voice, the subject performs the action. Here, "The technician" is the subject and directly performs "tested." The other choices make the circuit the grammatical subject and use forms of *be* plus a past participle, which are passive constructions. Active voice often makes routine instructions and reports more direct.

73. B — The words *first*, *then*, and *finally* should match the actual order of the stated actions. The correct sentence presents a clear progression from isolation to verification and then inspection. The distractors scramble those sequence markers and actions, making the instructions difficult or illogical to follow even though they contain many of the same words.

74. D — *Its* is the possessive form of *it*, so "its prime" correctly shows that the prime belongs to or is associated with the pump. *It's* is a contraction meaning *it is* or *it has*, and *its'* is not a standard possessive form. Substituting "it is" shows why the apostrophe choice does not fit.

75. A — *Beside* means *next to*, which matches the intended physical location of the spare parts relative to one cabinet. *Besides* usually means *in addition to*. *Between* normally describes a relationship involving two distinct reference points, while *among* is used within a group. The correct preposition therefore gives the clearest spatial meaning in this sentence.

76. C — A maintenance report should be precise, neutral, and professional. "The unit remained offline pending completion of the electrical inspection" states the condition and reason without slang or vague wording. The other choices use conversational expressions such as *kinda*, *totally*, *you know*, or *electrical stuff*, which are less suitable for formal technical documentation.

77. B — An introductory dependent clause is normally followed by a comma when it precedes the main clause. Therefore, the comma correctly comes after "Before the test begins." The other choices place

commas inside phrases where they interrupt the grammatical structure or omit the needed boundary between the introductory clause and the main instruction.

78. C — Because the sentence refers to log entries belonging to multiple operators, the plural possessive form is operators'. The apostrophe follows the plural -s. Operator's would indicate one operator, entry's incorrectly makes entry possessive, and operators's adds an unnecessary extra s. The punctuation must match both the plural meaning and the possession relationship.

79. A — A colon can introduce a list when it follows a complete independent clause. "Bring three items" is a complete command, so the colon properly introduces the three items that follow. The distractors place a colon between a verb and its object or inside the list, where it interrupts rather than introduces the grammatical structure.

80. D — Monday is a proper name for a day and should be capitalized. In this context, Building B functions as a specific labeled building designation, so both words are capitalized. Generic words such as training session do not require capitals. The distractors either capitalize common nouns unnecessarily or fail to capitalize proper names and labels.

81. C — A direct quotation introduced by "The supervisor said" is normally preceded by a comma. In American punctuation, the period ending the quoted sentence appears inside the closing quotation mark. The correct choice follows both conventions. The other versions omit the introductory comma, place the final period outside, or insert an unnecessary comma inside the quoted command.

82. D — A semicolon can join two closely related independent clauses without a coordinating conjunction. Both "The inspection is complete" and "the report still needs approval" can stand alone, so the semicolon is appropriate. The distractors split a subject from its verb, combine comma and semicolon incorrectly, or attach a dependent because-clause after the semicolon.

83. A — The sentence lists four separate items, so commas clearly separate belt, coupling, guard, and mounting bolts. The final comma before and is acceptable and helps prevent ambiguity. The distractors omit separators between items or place commas where they split the verb from its object or separate words that belong together as a single phrase.

84. B — When two words work together as a compound modifier before a noun, they are commonly hyphenated. "Two-hour" jointly modifies inspection, so the hyphen belongs between two and hour. The distractors either omit the needed hyphen, use a double hyphen, or place the hyphen between hour and inspection rather than inside the compound modifier.

85. C — Feasible means capable of being done successfully or practically under the stated conditions. The sentence says the repair fits within the available time and budget, which supports the meaning practical and possible. The other choices conflict with that favorable assessment by suggesting prohibition, concealment, or needless expense rather than workable completion.

86. A — Concise means expressing necessary information in relatively few words. The reason given is that the next shift should be able to review the summary quickly, so "brief but complete" fits the context.

A long, confusing, or humorous summary would not serve that purpose and does not match the standard meaning of concise.

87. B — Allocate means distribute or assign resources for a particular use. Here, the manager is assigning two technicians to perform the inspection. The word does not imply firing, retraining, or unauthorized movement. The object being allocated is personnel, and the stated destination or purpose is the inspection, which makes "assign" the best meaning.

88. D — Deteriorate means decline or become worse in condition. The warning about long exposure to moisture suggests damage or degradation of the coating over time. Becoming brighter, remaining unchanged, or increasing in size does not express that loss of condition. The sentence's cause-and-effect warning provides a strong clue to the intended meaning.

89. B — Verify means establish or confirm that something is accurate. Before ordering a part, checking the serial number helps ensure the correct item is selected. Erasing, estimating, or copying without checking would not establish accuracy. The practical purpose of the instruction therefore supports "confirm that it is correct" as the intended meaning.

90. D — Adjacent means next to, adjoining, or very near another place. Saying the storage room is adjacent to the workshop describes their location relative to one another. The word does not specifically mean underneath, far away, or inside the center. Spatial context makes "next to or very near" the only fitting choice.

91. C — Intermittent describes something that starts and stops or occurs at intervals rather than continuously. The sentence reinforces this by saying the noise appears only during some startups. A sound that never stops, steadily grows louder, or happens as one permanent event would not match the irregular, occasional pattern described. Context therefore supports only the keyed word meaning.

92. A — Mandatory means required by a rule or condition rather than left to personal choice. In the sentence, attendance at the briefing is therefore something participants must do. Optional means the opposite, while delayed concerns timing and informal concerns style or formality. Neither of those meanings addresses whether attendance is required.

93. C — Maintenance is the standard spelling of the noun meaning upkeep or preservation. The word can be tricky because its spelling does not simply preserve every letter pattern a writer may expect from maintain. The distractors substitute incorrect vowel combinations or add an extra letter sequence that does not appear in the standard form.

94. A — Separate is the correct spelling. A common error is writing sepearate because the middle vowel is easy to misremember in speech. The correct form uses -par- in the middle: sep-a-rate. The other distractors either replace that vowel pattern or double a consonant unnecessarily. Recognizing the standard form prevents a frequent workplace-writing error.

95. B — Necessary is spelled with one c followed by two s letters: necessary. The distractors either double the c, omit one s, or alter the opening consonant pattern. Because pronunciation does not make

every doubled consonant obvious, this word is often misspelled. Remembering the standard letter pattern identifies the correct option.

96. D — Occurrence is the correct spelling, with double c, double r, and the ending -ence. The distractors drop one repeated consonant or substitute -ance for the standard ending. The related verb occur helps explain the double r when the suffix is added. Careful attention to both doubled consonants distinguishes the standard form.

97. B — Immediately is the standard spelling. It keeps the double m at the beginning and includes the -ately sequence before the final -ly sound. The distractors omit a required vowel, drop one m, or replace the internal a with an incorrect e. Correct spelling preserves the full standard form despite the compressed pronunciation.

98. C — Equipment is spelled from equip plus the noun-forming ending -ment, without inserting an extra t or e between the parts. The distractors reflect common attempts to spell the word by sound. The correct form is equipment, and recognizing its stable base-and-suffix structure makes the spelling easier to remember in technical writing.

99. A — Receive is spelled with ei after c: receive. The distractors reverse the vowel order, double the wrong vowel, or omit a required letter. Although broad spelling rhymes have exceptions, this particular word follows the familiar c-e-i sequence. Recognizing that pattern helps distinguish the standard form from visually similar misspellings. The standard form therefore matches the keyed spelling.

100. D — Schedule is the standard spelling, beginning with sch- and ending with -dule. The distractors omit the c, double the d, or replace the final -ule pattern with -ual. Pronunciation can vary by region, so relying only on sound may be misleading. The correct written form remains schedule in standard English.