
TEST INFORMATION GUIDE

This test information guide provides a summary of concepts that are tested on the multiple-choice examination for the **Silk Screen Operator** job. This information can be reviewed in combination with the class specification and examination announcement to assist you in preparing for the examination.

I. SCREEN SHOP PROCEDURES

(12 Questions)

Employees in this title must be familiar with the daily operations of a silk screen and sign shop. In order to successfully perform one's job duties, Silk Screen Operators (SSO) must be able to effectively operate equipment and correctly utilize the materials found in a screen shop. The questions in this section test your knowledge of procedures and processes commonly used in a screen shop. Exam question topics include:

- Screening for exterior applications;
- Correct handling and usage of screen shop materials;
- Clean up and storage principles.

II. SCREEN SHOP EQUIPMENT

(12 Questions)

Employees in this title need to be familiar with the equipment and materials used in a silk screen and sign shop. Employees must be able to determine the right equipment for the job and correctly operate this equipment in order to successfully perform their job duties. The questions in this section test your knowledge of equipment commonly found in a screen shop. Test question topics include:

- Utilizing tools and equipment for layout, set-up, screening and imaging;
- Cleaning methods and procedures and safety protocols.

III. MATHEMATICS

(12 Questions)

The ability to understand mathematical concepts and perform mathematical computations is essential to the SSO job. Employees take and manipulate measurements, mix chemicals or compounds and determine necessary stock size on a daily basis. This section of the examination tests your ability to perform mathematical computations that are commonly encountered on the job. Test question topics include:

- Computations involving addition, subtraction, multiplication and division;
- Computations involving fractions, percentages and ratios;
- Solving spatial computations.

IV. WRITTEN INSTRUCTIONS**(12 Questions)**

The ability to comprehend and accurately act upon written instructions is a very important part of this job. Employees must be able to read and understand specification manuals, design documents and instructions received from coworkers. The following questions assess your ability to read, comprehend and follow written instructions. Test question topics include:

- Registration procedures;
- Safety protocols;
- Travel directions.

V. COMPUTER KNOWLEDGE**(12 Questions)**

An employee in this job must possess a basic knowledge of computers and their operation in order to utilize various types of development and production equipment. Your knowledge of computer systems and their operation is tested by the questions in this section of the exam. Test question topics include:

- Identifying and/or using computer hardware, e.g., peripherals and memory devices;
- Basic knowledge of computer operating systems, capability and usage.