
TEST INFORMATION GUIDE

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

I. Data Interpretation (16 Questions)

Employees in this job spend a great deal of time statistically analyzing and interpreting data to aid in the determination of agency policy. This section of the exam tests your ability to interpret and analyze various data. Specific test question topics include:

- Interpreting data presented in charts and tables;
- Knowledge of descriptive statistics;
- Computation of basic descriptive statistics.

II. Data Presentation (5 Questions)

Employees in this job must be able to interpret data presented in various forms (e.g., histograms, tables, charts) in order to draw accurate conclusions and explain the data. This section of the exam tests your knowledge of statistical data presentation. Specific test question topics include:

- Principles of research design;
- Scatter diagrams;
- Frequency distributions.

III. Reporting Data (15 Questions)

After performing research in a particular area, employees must be able to present data in a logical manner using charts, tables or graphs. This section of the exam tests your ability to present data in a logical and meaningful format. Specific test question topics include:

- Statistical reports;
- Knowledge and application of various types of charts and graphs;
- Data comparison / analysis;
- Presentation of data.

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IV. Technical Report Writing

(20 Questions)

Employees in this job spend a majority of time preparing and writing comprehensive reports regarding data uncovered in research endeavors. These reports often aid in the formulation of agency policy. This section of the exam tests your skill in organizing and writing reports. Specific test question topics include:

- Technical report writing principles;
- Presentation of statistical data in technical reports.

V. Research Methods

(20 Questions)

Employees in this position utilize various research techniques in order to uncover pertinent data and background information for inclusion in reports. An employee must be able to carefully search for primary and secondary research materials as well as read and interpret the information. This section of the exam tests your ability to apply various research methods and techniques. Specific test question topics include:

- Knowledge of research methods and techniques;
- Data collection methods and principles;
- Data analysis techniques;
- Sampling methods;
- Primary and secondary sources of data.