

Accounting

Acct - Accounting Clerk
 Acct - Accounts Payable
 Acct - Accounts Receivable
 Acct - Bank Reconciliation
 Acct - Billing
 Acct - Bookkeeper
 Acct - Budgeting
 Acct - Collections
 Acct - Cost Accounting
 Acct - Credit Analyst
 Acct - Data Entry Alphanumeric
 Acct - Data Entry Numeric
 Acct - Data Entry 10-Key
 Acct - Financial Analysis
 Acct - Financial Statements
 Acct - General Accounting
 Acct - General Ledger
 Acct - Inventory
 Acct - Payroll
 Acct - Purchasing
 Acct - Terminology Basic
 Acct - QuickBooks 2005
 Acct - QuickBooks 2006

Clerical

Admin - Administrative Support Skills
 Admin - Basic Arithmetic
 Admin - Basic Mathematics
 Admin - Business Documents
 Admin - Customer Service Concepts
 Admin - Filing by Number
 Admin - Grammar
 Admin - Locating Information
 Admin - Math 1.0
 Admin - PC Basics
 Admin - Percentages
 Admin - Punctuation
 Admin - Reading Comprehension
 Admin - Spelling
 Admin - Typing
 Admin - Typing Executive
 Admin - Verbal Reasoning (Analogies)
 Admin - Verbal Reasoning (Antonyms)
 Admin - Verbal Reasoning (General, Long)
 Admin - Verbal Reasoning (General, Short)
 Admin - Verbal Reasoning (Sentence Completion)

Customer Service - Call center

Call Center - Inbound Custom Service
 Customer Service

Engineering

Engineering - Mechanical Aptitude One
 Engineering - Mechanical Aptitude Two

Industrial

Automotive
 Basic CNC
 Basic Electronics
 Color Identification
 Construction Drawings
 Count and Stack
 Decimal Equivalents
 Decimal industrial math
 Decimal industrial math (metric)
 Dial Caliper
 Dial Caliper (metric)
 Dial Indicator
 Dial Indicator (metric)
 Electrical
 Electrical Symbols
 Fasteners
 Fasteners (metric)
 Forklift
 Forklift (metric)
 Fractional industrial math
 HVAC
 Hydraulics
 Injection Molding
 Lathe
 Lathe (Metric)
 Machine Elements
 Machine Elements (metric)
 Matching
 Mechanical drawings
 Mechanical drawings (metric)
 Micrometer
 Micrometer (metric)
 Mig Welding
 Milling Machine
 Milling Machine (Metric)
 Plumbing
 Programmable Logic Controller
 Resistor Color Codes
 Rough Carpentry
 Ruler
 Ruler (metric)
 Shop Geometry
 Shop industrial math I
 Shop industrial math I (metric)
 Shop industrial math II
 Shop industrial math II (metric)
 Shop Safety
 Soldering Fundamentals
 Stick Welding
 Tape Measure
 Tape Measure (metric)
 Tools and Fasteners
 Tools and Fasteners (metric)
 Trigonometry
 Vernier Caliper
 Welding Symbols

Medical

Med - Anatomical Systems
 Med - Medical Abbreviations
 Med - Medical Billing
 Med - Medical Coding
 Med - Medical Plurals
 Med - Medical Prefix
 Med - Medical Receptionist
 Med - Medical Records Legal Issues
 Med - Medical Spelling
 Med - Medical Suffix
 Med - Medical Terminal Digit Filing
 Med - Medical Terminology

Retail

Retail - Cashier
 Retail - Math

Technical

CSS
 J2EE
 Java
 JavaScript
 Linux Administration
 Microsoft Active Directory
 Microsoft Exchange 2003
 MS SQL Server
 Unix Administration
 VB Web Applications
 Web Services
 XML Programming

Software (Microsoft)

MS-Access 2003
 MS-Access XP
 MS-Excel 2003
 MS-Excel 2003 - SIMULATION
 MS-Excel Advanced
 MS-Excel Basic
 MS-Excel Complete
 MS-Office 2003
 MS-Outlook 2003
 MS-PowerPoint 2003
 MS-Word 2003
 MS-Word 2003 - SIMULATION
 MS-Excel 2007
 MS-PowerPoint 2007
 MS-Word 2007

Reliant Skills Test Library

Category & Title	Description	# of Q	Language (English only unless noted)
Accounting			
Acct - Accounting Clerk	Includes questions on accounts payable, accounts receivable, bank reconciliation and payroll.	25	
Acct - Accounts Payable	Includes questions on invoices, purchase orders and payments.	25	
Acct - Accounts Receivable	Tests for knowledge of invoices, past due accounts, and returns.	25	
Acct - Bank Reconciliation	Questions on principals, controls, vocabulary and recording.	25	
Acct - Billing	Questions cover principles, best practices, controls, bad debt/collections, credit, invoicing and reconciliation of accounts.	25	
Acct - Bookkeeper	Bookkeeper – Topics include accounts payable and receivable, payroll, and general ledger. Includes questions on invoices, payroll, expenditures, cash, chart of accounts, returns, trial balance and vendor payments.	25	
Acct - Budgeting	Questions cover principles, budget types, best practices, cost variance and calculations.	25	
Acct - Collections	Topics include Terminology, Rules and Regulations, Collections information and procedures.	25	
Acct - Cost Accounting	Topics include cost systems and classification, methodology, overhead, inventory valuation, standard costs and cost of goods sold.	25	
Acct - Credit Analyst	Includes questions for commercial credit topics including best practices, billing, ratios, current assets and turnover of inventory.	25	
Acct - Data Entry Alphanumeric	Data Entry Alphanumeric measures ability to enter business information using the keyboard. Form data includes name, address, invoice number, policy number, account code and dollar amount. Scoring is based on average keystrokes per hour adjusted for accuracy.	6	

Category & Title	Description	# of Q	Language (English only unless noted)
Acct - Data Entry Numeric	Data Entry Alphanumeric measures ability to enter business information using the keyboard. Scoring is based on average keystrokes per hour adjusted for accuracy.	10	
Acct - Data Entry 10-Key	Data Entry Alphanumeric measures ability to enter business information using the keyboard. Scoring is based on average keystrokes per hour adjusted for accuracy.	10	
Acct - Financial Analysis	Topics include principals, vocabulary and calculations. Includes questions on interest rates, cash flow, cost of capital, return on assets, price-earnings ratios	25	
Acct - Financial Statements	Questions include asset classification and valuation, equity, dividends, revenue classification and recognition, and preparing financial statements.	25	
Acct - General Accounting	Tests for general accounting knowledge. Questions on accounting methods, billing, accounts payable and receivable, general ledger and payroll	30	
Acct - General Ledger	Includes questions on chart of accounts, trial balance, ledger entries, trial balance, and financial statements.	25	
Acct - Inventory	Includes questions on accounting theory for inventory valuation and record keeping and practical questions requiring calculation of inventory costs using LIFO, FIFO and weighted-average techniques.	25	
Acct - Payroll	Tests for knowledge of taxation and payroll calculation.	25	
Acct - Purchasing	Topics include principals, vocabulary, recording, and controls. Questions on best practices, internal controls, invoicing, and discrepancies controls.	25	
Acct - Terminology Basic	Tests for knowledge of accounting terms. Including accounting systems, financial statements, costs, assets, liabilities, cash flow, equity, and depreciation.	25	
Acct - QuickBooks 2005	QuickBooks 2005 covers popular accounting software QuickBooks for basic functionalities.	18	
Acct - QuickBooks 2006	QuickBooks 2006 covers popular accounting software QuickBooks for basic and intermediate functionalities.		

Category & Title	Description	# of Q	Language (English only unless noted)
Banking - Mortgage Basics	The Mortgage Basics evaluation assesses basic mortgage knowledge. Includes questions on processes, operations, common calculations and terms used in basic mortgage knowledge.	23	
Customer Service - Call center			
Call Center - Inbound Custom Service	Support skills for administrative staff. Topics include math, filing, spelling, and administration, which includes questions on shipping cost calculation, reception, and customer service.	25	
Customer Service		25	
Clerical			
Admin - Administrative Support Skills	Support skills for administrative staff. Topics include math, filing, spelling, and administration, which includes questions on shipping cost calculation, reception, and customer service.	25	
Admin - Basic Arithmetic	Topics measured are addition, subtraction, multiplication, division.	25	
Admin - Basic Mathematics	Applied Business Mathematics measures employee skills for mathematical reasoning, problem solving, and critical assessment. These skills are measured through different work-related problems. Problems solving mathematical operations, addition, subtraction, multiplication, and division. Problems solving using whole numbers, fraction, decimals, averages, and percentages. Convert simple time units (e.g., hours to minutes). Calculate using mixed units (e.g., hours and hours with minutes) Find the volume of rectangular solid. Calculate perimeters of basic shapes (rectangles) Calculate rates. Calculate percent discounts or markups.	27	
Admin - Business Documents	Business correspondence and reports. Tests for knowledge of preparing and formatting typical business documents. Topics include correspondence, formatting and editing, reports and proposals.	25	

Category & Title	Description	# of Q	Language (English only unless noted)
Admin - Customer Service Concepts	Customer service skills. Topics include building customer loyalty, handling difficult issues, and managing customer support.	25	
Admin - Filing by Number	A basic filing test that requires the candidate to identify the proper order the single item presented is placed.	20	
Admin - Grammar	A language skills test that requires the candidate to identify statements that are grammatically correct based on parts of speech.	25	
Admin - Locating Information	Locating Information assessment measures applicant's ability to locate either one piece or many pieces of information from workplace graphics, memos, or from customers instructions. Problem solving and critical assessment regarding interaction with customers, employers or written instructions.	30	
Admin - Math 1.0	Mathematics. Tests for basic math skills for clerical and accounting personnel. Covers addition, subtraction, multiplication, division, reasoning, decimals, percentages and chart data.	25	
Admin - PC Basics	The PC basics test measures basic computer knowledge for navigation of a PC, application operation, and basic filing usage.	25	
Admin - Percentages	The assessment items evaluate knowledge working with the relationship between percents, decimals, and fractions, and calculating percentages.	15	
Admin - Punctuation	A basic punctuation test that requires the candidate to identify sentences with proper punctuation from a group of sentences that do not have appropriate punctuation.	25	
Admin - Reading Comprehension	Reading comprehension. Tests for comprehension of definitions, instructions, forms, charts and tables typical in common business documents.	30	
Admin - Spelling	A basic spelling test that requires the candidate to identify misspelled words from groups of correctly spelled words that are used in business and general environments.	25	

Category & Title	Description	# of Q	Language (English only unless noted)
Admin - Typing	Typing measures your typing speed and accuracy ability. The test consists of 5 paragraphs with your score based on your average words per minute adjusted for accuracy.	5	
Admin - Typing Executive	Typing measures your typing speed and accuracy ability. The test consists of 10 paragraphs with your score based on your average words per minute adjusted for accuracy. This test is designed for executive assistants.	10	
Admin - Verbal Reasoning (Analogies)			
Admin - Verbal Reasoning (Antonyms)			
Admin - Verbal Reasoning (General, Long)			
Admin - Verbal Reasoning (General, Short)			
Admin - Verbal Reasoning (Sentence Completion)			
Engineering			
Engineering - Mechanical Aptitude One	The Mechanical Aptitude test Level 1 consists of a mixture of questions designed to evaluate an individual's understanding of the physical world, machine elements, electronics, and material properties.	25	
Engineering - Mechanical Aptitude Two	The Mechanical Aptitude test Level 2 consists of a mixture of moderate to advanced questions designed to evaluate an individual's understanding of the physical world, machine elements, electronics, and material properties applicable for Maintenance Positions.	30	
Industrial			
Automotive	Questions regarding troubleshooting cooling, braking, ignition and electrical automotive systems.	15	English, French, German
Basic CNC	M-codes, G-codes and terminology	15	English, French, German, Spanish, Simplified & Traditional Chinese
Basic Electronics	This test consists of basic electronic theory and terminology, which includes ohm's law.	15	English, French, German, Spanish, Simplified & Traditional Chinese

Category & Title	Description	# of Q	Language (English only unless noted)
Color Identification	Applicant must correctly identify different colors. Many assembly positions require the worker to identify wire colors or part colors during the assembly process.	15	
Construction Drawings	Identify common features and measurements of construction drawings, mostly related to residential construction techniques.	20	
Count and Stack	Correctly identify a given number of boxes on pallets, identify most stable pallet loads.	15	English, French, German, Spanish, Simplified & Traditional Chinese
Decimal Equivalentents	Using a decimal equivalent chart, identify equal fractions.	15	
Decimal industrial math	Addition and subtraction of 3 place decimal numbers.	20	
Decimal industrial math (metric)	Addition and subtraction of 3 place decimal numbers.	15	English, French, German, Spanish, Simplified & Traditional Chinese
Dial Caliper	Identification of dial caliper readings down to .001"	15	
Dial Caliper (metric)	Identification of dial caliper readings down to .01 mm	15	English, French, German, Simplified & Traditional Chinese
Dial Indicator	Identification of dial indicator readings down to .001"	15	
Dial Indicator (metric)	Identification of dial indicator readings down to .01 mm	20	English, French, German, Simplified & Traditional Chinese
Electrical	Applicant is asked questions about; basic circuits, wire size, transformers, safety, voltage, three phase, and wattage.	15	English, French, German
Electrical Symbols	Applicant is asked to identify; limit switches, difference between normally open and closed switch symbols, foot switches, and temperature actuated switches.	15	English, French, German
Fasteners	Identify common fasteners and uses, bolt grades, torque charts	20	
Fasteners (metric)	Identify common fasteners and uses, bolt grades, torque charts	20	English, French, German, Simplified & Traditional Chinese
Forklift	Applicant is asked a series of questions regarding; lifting capacities, driving rules, dock plates, load stability, forklift maintenance, and accidents.	20	English, Spanish
Forklift (metric)	Applicant is asked a series of questions regarding; lifting capacities, driving rules, dock plates, load stability, forklift maintenance, and accidents.	20	English, French, German, Simplified & Traditional Chinese
Fractional industrial math	Addition and subtraction of common fractions	15	

Category & Title	Description	# of Q	Language (English only unless noted)
HVAC	terminology, system troubleshooting, identifying uses for specialized tools	20	
Hydraulics		15	
Injection Molding	Terminology, identification of part flaws and their causes.	15	English, French, German, Simplified & Traditional Chinese
Lathe	Identification of accessories and functions of common and universal lathe parts.	15	English, Spanish
Lathe (Metric)	Identification of accessories and functions of common and universal lathe parts.	15	English, French, German, Simplified & Traditional Chinese
Machine Elements	Questions regarding bearings, shafts, cables and electrical motors.	20	
Machine Elements (metric)	Questions regarding bearings, shafts, cables and electrical motors.	20	
Matching	Match part numbers and bar code numbers	15	
Mechanical drawings	Mechanical drawing feature identification and G.D.&T.	15	English, French, Spanish
Mechanical drawings (metric)	Mechanical drawing feature identification and G.D.&T.	15	English, German, Simplified & Traditional Chinese
Micrometer	Identification of micrometer readings down to .001"	15	
Micrometer (metric)	Identification of micrometer readings down to .01 mm	15	English, German, French, Spanish, Simplified & Traditional Chinese
Mig Welding	MIG welding terms, machine adjustments, welding safety	15	English, German, French, Spanish, Simplified & Traditional Chinese
Milling Machine	Identification of accessories and functions of common and universal milling machine parts.	15	
Milling Machine (Metric)	Identification of accessories and functions of common and universal milling machine parts.	15	French, German, Spanish, Simplified & Traditional Chinese
Plumbing	Applicant is asked questions about; drainage, plumbing hardware, specialized plumbing tools, sanitary vs. storm systems, soldering, and natural gas plumbing.	20	
Programmable Logic Controller	This test requires knowledge of PLC operations basics.	25	
Resistor Color Codes	Resistors are identified by a series of color bands. Many electronics related jobs require a worker to identify the ohm value for resistors.	15	English, French, German, Spanish
Rough Carpentry	This test requires the applicant to visually identify common rough carpentry terminology.	15	English, Spanish
Ruler	Identification of measurements in 1/32" resolution.	15	English, German, Spanish, Simplified & Traditional Chinese

Category & Title	Description	# of Q	Language (English only unless noted)
Ruler (metric)	Identification of centimeter/millimeter measurements	15	French, Spanish
Shop Geometry	Given common geometric formulas find areas and volumes.	20	
Shop industrial math I	Addition and subtraction of decimals and fractions. This is the typical type of industrial mathematics found in a shop environment.	15	English, French, Spanish
Shop industrial math I (metric)	Addition and subtraction of decimals and fractions. This is the typical type of industrial mathematics found in a shop environment.	15	English, German
Shop industrial math II	Higher level shop industrial math includes reading charts, coordinates, calculating areas and volumes.	15	English, French, Spanish
Shop industrial math II (metric)	Higher level shop industrial math includes reading charts, calculating areas.	15	English, German
Shop Safety	Identification of signs/symbols, proper lifting techniques, MSDS	20	English, French, German, Spanish
Soldering Fundamentals	Identify soldering equipment and techniques.	10	English, French, German
Stick Welding	Electrode selection, DCEP/DCEN, welding symbols etc.	15	English, Spanish, Simplified & Traditional Chinese
Tape Measure	Identification of measurements down to 1/8" resolution.	15	
Tape Measure (metric)	Identification of measurements down to .01 resolution.	15	English, French, German
Tools and Fasteners	This test requires the applicant to identify common shop tools and uses. The applicant must also identify common fasteners.	15	English, Spanish, Simplified & Traditional Chinese
Tools and Fasteners (metric)	This test requires the applicant to identify common shop tools and uses. The applicant must also identify common fasteners.	15	English, French, German, Simplified & Traditional Chinese
Trigonometry	Calculate angles and distances when given trigonometric formulas.	20	English, French, German
Vernier Caliper	Identify measurements on a Vernier scale down to .001" resolution.	15	
Welding Symbols	Identification of welding blueprint symbols	15	English, French, German, Spanish

Category & Title	Description	# of Q	Language (English only unless noted)
Medical			
Med - Anatomical Systems	Anatomical Systems identification allows the applicant to display their ability to identify parts from all the major systems of the body. The systems include the Respiratory System, the Cardiovascular System and the Skeletal System among others. Each system is represented by its own category score.	25	
Med - Medical Abbreviations	The Medical Abbreviations evaluation is designed to allow an applicant to display their knowledge of abbreviations commonly used in the entry medical field.	25	
Med - Medical Billing	The Medical Billing evaluation assesses knowledge of medical terminology, coding and insurance as these topics apply to billing. Includes questions on forms, CPT, codes and terms used in billing.	25	
Med - Medical Coding	The Medical Coding evaluation is designed to allow an applicant to display knowledge in the areas of ICD-9-CM Medical Coding, as well as general knowledge in medical anatomy, terminology, and spelling, all with an emphasis on terms encountered in medical coding. The medical coding portion of this evaluation includes coding procedures, identification and selection of codes, and knowledge of diagnoses and conditions.	25	
Med - Medical Plurals	The Medical Plurals test is designed to allow an applicant to display their knowledge of commonly used prefixes and suffixes and how they are made plural. This test should be administered to anyone involved in medical dictation or related, word oriented, medical field position.	25	
Med - Medical Prefix	The Medical Prefix test is designed to allow an applicant to display their knowledge of commonly used medical prefixes. This test should be administered to anyone involved in medical dictation or related, word oriented, medical field position.	25	

Category & Title	Description	# of Q	Language (English only unless noted)
Med - Medical Receptionist	Medical Receptionist. Tests for knowledge in the areas of confidentiality, prioritizing, billing and insurance, filing and medical charts, dealing with patients, and medical terminology.	25	
Med - Medical Records Legal Issues	The Medical Records Legal test is designed to allow an applicant to display their knowledge of legal and privacy issues regarding medical records. Topics include protecting confidentiality, authorizing release, federal and state government regulations, and acceptable uses of medical records. This test should be administered to anyone involved in the usage, transfer, and storage of medical records.	25	
Med - Medical Spelling	The Medical Spelling evaluation is designed to allow an applicant to display their ability to spell words found in the most common medical vocabulary.	25	
Med - Medical Suffix	The Medical Suffix test is designed to allow an applicant to display their knowledge of commonly used medical suffixes. This test should be administered to anyone involved in medical dictation or related, word oriented, medical field position.	25	
Med - Medical Terminal Digit Filing	The Medical Terminal Digit Filing evaluation tests for theory and practice, including recognizing terminal number order, assigning numbers, color coding, chart location, filing/retrieving charts, and patient information contained in medical charts.	25	
Med - Medical Terminology	The Medical Vocabulary evaluation is designed to allow an applicant to display their knowledge of words commonly used in the medical profession.	25	

Category & Title	Description	# of Q	Language (English only unless noted)
Retail			
Retail - Cashier	Retail Cashier measures employee skills for interaction with customers related to retail environment. Math Problems are divided into skill areas regarding simple mathematical operations (addition, subtraction, multiplication, division), calculating percentages, rates, discounts and working with whole numbers, fraction, decimals.	33	
Retail - Math	Retail Math measures employee skills for mathematical reasoning, problem solving, and critical assessment relative to a retail environment. These skills are measured through different work-related problems. Perform general math operations (addition, subtraction, multiplication, division); solve problems using whole numbers, fraction, decimals, and percentages; convert time units (e.g., hours to minutes), and calculate volume, averages, rates, discounts.	32	
Software (Microsoft)			
MS-Access 2003	Test measure knowledge using the most commonly used features of MS-Access. Topics: Data Entry, Layout, Printing, Data Design and Management.	25	
MS-Access XP	Test measure knowledge using the most commonly used features of MS-Access XP. Topics: Data Entry, Layout, Printing, Data Design and Management.	25	
MS-Excel 2003	Test measure knowledge using the most commonly used features of MS-Excel. Topics: Formatting Worksheets, Data Editing, Charts and Graphics, Printing and Display.	25	
MS-Excel 2003 - SIMULATION		25	
MS-Excel Advanced	Measures more advanced use of Excel. Topics: Formatting, Pivot Tables, IF Statements	30	
MS-Excel Basic	Test measure basic knowledge using most basic-level features, short-cuts and functions.	20	
MS-Excel Complete	Extensive knowledge test for Excel users with extensive experience.	50	

Category & Title	Description	# of Q	Language (English only unless noted)
MS-Office 2003	Tests for knowledge in MS-Office skills. Topic include: MS-Access 2003, MS-Excel 2003, MS-PowerPoint 2003, MS-Word 2003, MS-Outlook 2003	30	
MS-Outlook 2003	Test for knowledge in MS-Outlook 2003. Topics include: creating an email, editing email, outlook setup and many commonly used features.		
MS-PowerPoint 2003	Test measure knowledge using the most commonly used features of MS-PowerPoint including creating presentations, file management, editing text and graphics and slide show editing/enhancing.	25	
MS-Word 2003	Test measure knowledge using the most commonly used features of MS-Word. Topics: application general knowledge, advanced functions, formatting, document editing, page layout, printing and shortcuts.	25	
MS-Word 2003 - SIMULATION		25	
MS-Excel 2007		25	
MS-PowerPoint 2007		25	
MS-Word 2007		25	

Technical

ASP.NET using VB.NET

C#

C++

This assessment covers: Variables and Constants, Expressions and Statements, Functions, Program Flow, Classes, Pointers, References, Operator Overload, Arrays, Inheritance, Polymorphism and Derived Classes, Linked Lists, The Preprocessor, Object-Oriented Analysis and Design, Templates and Exception and Error Handling. It tests the applicant's knowledge of C++ programming and OOPS design.

25

Category & Title	Description	# of Q	Language (English only unless noted)
CSS	The Cascading Style Sheet (CSS) assessment asks the applicant to demonstrate an understanding of the syntax and grammar associated with the development of CSSs and how CSSs interact with HTML, XHTML and XML in a web application.	25	
J2EE	This assessment covers the architecture of the Java 2 Enterprise Edition (J2EE). J2EE is a package of APIs that relate to the creation of such constructs as Enterprise Java Beans (EJBs), servlets, JDBC and JSP; at the end of the day it is all just Java. Therefore, the focus of this assessment is the applied J2EE architecture. The applicant must correctly identify the portions of the blueprint that is J2EE and know how they fit together in an enterprise environment. The applicant must demonstrate an understanding of the Application Programming Model (APM) that is J2EE.	25	
Java	This assessment tests the applicant's knowledge of the Java programming language. Can the applicant follow a short program and accurately determine how the code will respond and does the applicant know the fundamental rules for the creation and use of objects, methods and functions in Java?	25	
JavaScript	This assessment is designed to determine how familiar the applicant is with the use of JavaScript in developing web applications. It probes the applicants understanding of data types, objects, methods, event handlers and dynamic web pages.	25	

Category & Title	Description	# of Q	Language (English only unless noted)
Linux Administration	This assessment covers Linux Administrative Tools and Techniques Startup/Shutdown, User Groups, Security Managing Network Services, Email, Files Systems, Backup and Restore, Printers and Spooling, Automating Administrative Tasks, System Restores, and Accounting. It tests the applicant's knowledge of the daily activities performed by a Linux Administrator.	25	
Microsoft Active Directory	This assessment covers the Active Directory basic operations, the design of an Active Directory Infrastructure, upgrading and migrating and Microsoft Exchange integration. It also tests the applicant's knowledge of scripting with various Active Directory tool sets.	25	
Microsoft Exchange 2003	This assessment tests the applicants knowledge of Server Administration, Managing Clients, Managing Mobile Outlook Users for Wireless, Web and Dial-Up Access, Mailbox Administration, Implementing Directory Security and Policies, Managing Data and Storage Groups, Backup and Restore, SMTP, MAP4, and POP3 and Maintenance.	25	
MS SQL Server			
Unix Administration	This assessment covers UNIX Administrative Tools and Techniques Startup/Shutdown, User Groups, Security Managing Network Services, Email, Files Systems, Backup and Restore, Printers and Spooling, Automating Administrative Tasks, System Restores, and Accounting. It tests the applicant's knowledge of the daily activities performed by a UNIX Administrator.	25	
VB Web Applications			
Web Services			
XML Programming			