

**Reliant Test Library**
**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)

**Banking**

Banking - Call Center Scenarios  
 Banking - Money Handling  
 Banking - Mortgage Basics

**Customer Service - Call center**

Call Center - Inbound Customer 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 - 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)
<b>Accounting</b>			
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	

<b>Category &amp; Title</b>	<b>Description</b>	<b># of Q</b>	<b>Language (English only unless noted)</b>
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	
<b>Customer Service - Call center</b>			
Call Center - Inbound Customer 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	
<b>Clerical</b>			
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.	30	

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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)			
<b>Engineering</b>			
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	
<b>Industrial</b>			
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 Equivalents	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	

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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

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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

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<b>Medical</b>			
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	

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<b>Retail</b>			
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	
<b>Software (Microsoft)</b>			
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 Complete	Extensive knowledge test for Excel users with extensive experience.	50	
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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**

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**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		