

JONES COUNTY CAREER-TECHNICAL CENTER

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Dear Parents and Career Tech Students:

As we work towards the end of the school year the Faculty, Staff and Administration of the Jones County Career Technical Center, is providing additional enrichment activities for our students and support for our parents as we continue through these difficult times.

The following Part 2 enrichment activities will allow students to continue reviewing the instruction that they already have received this year.

Again you will find questions with answers for you to study and review. There are no assignments to be returned to school.

If the JCCTC can be of any assistance to our students and parents with the enrichment activities, please feel free to call us at 601-425-2378 between the hours of 9:00 a.m. and 1:00 p.m. or contact the instructor by email. Email addresses are located under the program name on our webpage.

Sincerely,



Rex Buckhaults
Director, JCCTC

REVIEW QUESTIONS

Name: _____ Date: _____ CPE

Matching: Match each definition in the left column with the correct term from the right column. Write the letter of the term in the space provided.

- | | |
|--|-----------------------------------|
| ____ 1. instructional program in which students receive school credit for job training, internship, job shadow, etc. | a. discrimination |
| ____ 2. treating people on a basis other than individual merit | b. supervisor |
| ____ 3. outlines the purposes of the career pathways experience program and outlines the responsibilities of all parties involved | c. training plan |
| ____ 4. place where equal pay violations should be reported | d. sexual orientation |
| ____ 5. employer responsible for training and evaluating students and assigning work | e. training station |
| ____ 6. includes worksite experiences to be learned on the job | f. ethnic group |
| ____ 7. person responsible for coordinating the CPE training program | g. Career Pathways Experience |
| ____ 8. business which cooperates with the school to provide training and learning experiences for students enrolled in CPE | h. FLSA |
| ____ 9. this act protects workers from unfair treatment from their employers | i. training agreement |
| ____ 10. unwelcome or unwanted advances | j. quid pro quo harassment |
| ____ 11. a group of people who share common racial and/or cultural characteristics such as national origin, language, religion, and traditions | k. coordinator |
| ____ 12. a type of sexual behavior that makes an atmosphere uncomfortable enough to interfere with a person's performance | l. sexual harassment |
| ____ 13. occurs when one person makes unwelcome sexual advances toward another while promising certain benefits if the person complies | m. EEOC |
| ____ 14. the belief that one race is superior or inferior to all others | n. stereotype |
| ____ 15. the gender preferred when choosing someone for an emotional/sexual relationship | o. hostile environment harassment |
| ____ 16. a label given to a person based on assumptions held about all members of that person's racial or cultural group | p. racism |
| ____ 17. lowest hourly rate of pay employees must receive | q. minimum wage |

Fill-in-the-Blank: Fill in the blank with the appropriate response.

18. The student must work _____ hours per week.
19. The student must have a minimum of _____ hours for the semester.
20. The _____ is responsible for transportation to and from the work site.

Matching: Match each definition in the left column with the correct term from the right column. Write the letter of the term in the space provided.

- | | |
|---|---------------------------|
| _____ 21. Materials that ignite easily and burn rapidly | A. job hazard |
| _____ 22. Insurance against loss of income from work-related accidents | B. EPA |
| _____ 23. To catch a robber | C. ergonomics |
| _____ 24. A permanent job-related injury | D. disability |
| _____ 25. This is an example of a repetitive stress injury | E. safety |
| _____ 26. Freedom from danger, risks, or injury | F. remain calm |
| _____ 27. Reviving someone when the heart stops | G. CPR |
| _____ 28. Anything at work that can hurt you physically or mentally | H. first aid |
| _____ 29. Money marked in some way so that the robber can be identified. | I. shoplifting |
| _____ 30. First thing to do when being robbed | J. carpal tunnel syndrome |
| _____ 31. When someone steals merchandise offered for sale in a retail store | K. bait money |
| _____ 32. The science of examining motions and how to perform them properly | L. flammable |
| _____ 33. Emergency treatment given to a person who is injured or ill when medical treatment is not available | M. workers' compensation |
| _____ 34. A happening not expected or planned that may result in injury or death | N. apprehend |
| _____ 35. A government agency that works to eliminate environmental hazards, such as air and water pollution | O. accident |

True/False: Write true in the blank if the statement is true and false if the statement is false.

- _____ 36. When you work over 40 hours a week, your employer must pay you double time.
- _____ 37. You must be 18 years old to work on jobs that are considered hazardous.
- _____ 38. Minimum wage is \$4.75 per hour.
- _____ 39. If you are a waitress, minimum wage is \$2.25 per hour.
- _____ 40. If you are 16, you can be a pizza delivery person.
- _____ 41. A key component of sexual harassment is not considering the feelings of the person receiving the aggressive behavior.
- _____ 42. All Americans are part of some ethnic group.
- _____ 43. The law says your employer is responsible for providing you with a safe and healthy workplace.
- _____ 44. If you are injured on the job, your employer does not pay for your medical care.
- _____ 45. The law sets limits on how late you can work on a school night if you are under 16.

Multiple Choice: Identify the letter of the choice that best completes the statement or answers the question.

- _____ 46. An amendment to the Fair Labor Standards Act established ____.
- a. the minimum wage
 - b. guidelines for overtime pay
 - c. Equal Pay Act of 1963
 - d. All of the above.

- _____ 47. The type of discrimination directed at a worker because of his or her birth outside of the U.S. is _____ discrimination.
- a. National origin
 - b. Color
 - c. Language
 - d. Religious
- _____ 48. Which of the following is not an example of sexual harassment?
- a. Inappropriate sexual remarks
 - b. Posted pictures with a sexual message
 - c. Welcomed sexual advances
 - d. Unwanted touching
- _____ 49. Which is not a step a person should take if he or she is the victim of sexual harassment?
- a. Tell the aggressor to stop.
 - b. Keep detailed records.
 - c. Report the offense.
 - d. Let time go by and hope the aggressor stops.
- _____ 50. An example of a repetitive stress injury is _____.
- a. Critical Tunnel Syndrome
 - b. Carpal Tunnel Syndrome
 - c. Carpal Turner Syndrome
 - d. Cardiac Tunnel Syndrome
- _____ 51. How you feel about your job and how much effort you put into it is called _____.
- a. your attitude
 - b. a job
 - c. your work ethic
 - d. a career
- _____ 52. What does OSHA stand for?
- a. Occupational Safety Health Association
 - b. Occupational Safety Hazard Administration
 - c. Occupational Safety Health Administration
 - d. Occupational Self Health Association

____ 53. What does EPA stand for?

- a. Environmental People Agency
- b. Environmental Protection Agency
- c. Environmental Protection Association
- d. Environmental Protection Administration

____ 54. What is the function of EPA?

- a. Works to eliminate environmental hazards such as air and water pollution
- b. Establishes penalties for violating equal pay standards
- c. Sets and enforces safety and health standards for workers
- d. Sets minimum wage guidelines

____ 55. What is the function of OSHA?

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- d. Sets and enforces safety and health standards for workers

____ 56. If you take items from your employer, such as paper clips and pens, you are ____.

- a. committing insurance fraud
- b. being smart
- c. committing internal theft
- d. shoplifting

____ 57. The contract officer who will speed things up for a gift is an example of ____.

- a. computer fraud
- b. inventory control
- c. a kickback
- d. both A and C

____ 58. An example of ____ is when a cashier may over-charge customers and pocket the difference.

- a. bribery
- b. embezzlement
- c. shoplifting
- d. kickback

____ 59. The four classes of fire extinguishers are ____.

- a. A, B, C, E
- b. A, B, C, D
- c. A, C, D, E
- d. A, B, C, F

- _____ 60. Emergency treatment given to a person who is injured or ill when medical treatment is not available
- a. First Aid
 - b. Accident
 - c. Medicine
 - d. Tourniquet
- _____ 61. Who should you call if you have ingested, touched, or breathed any type of poison?
- a. Call your mother
 - b. Call OSHA
 - c. Call the Poison Control Center
 - d. Call EPA
- _____ 62. Safety rules are developed to _____.
- a. protect employees and others
 - b. cause problems for employees
 - c. please employers
 - d. create more work for employees
- _____ 63. Lack of knowledge and skills on the job can cause
- a. no problems for workers
 - b. workers to get promoted
 - c. workers to have accidents
 - d. none of the above
- _____ 64. Working safely is the responsibility of ____.
- a. Workers
 - b. Employers
 - c. Customers
 - d. Both A and B
- _____ 65. Using ladders safely means _____.
- a. choosing the right ladder for the job
 - b. being sure the ladder is in good condition
 - c. making sure the ladder is strong enough to support the person using it
 - d. All of the above
- _____ 66. If employees do not know how to operate a machine, they should _____.
- a. Pretend they know how
 - b. Learn as much as possible about the machine before operating it
 - c. Try to operate it and then ask questions
 - d. All the above

_____ 67. What three things does a fire need to burn?

- a. Potassium, heat, hydrogen
- b. Hydrogen, oxygen, carbon
- c. Oxygen, fuel, heat
- d. Hydrogen, sodium, iron

_____ 68. When lifting a heavy object, a person should lift with their _____ muscles.

- a. leg
- b. shoulder
- c. arm
- d. back

_____ 69. Insurance against loss of income from work related accidents is _____.

- a. accidental compensation
- b. workers' compensation
- c. employer compensation
- d. workman's' insurance

_____ 70. Your best defense to stop shoplifting is _____.

- a. slacking employees
- b. angry employees
- c. depressed employees
- d. alert employees

Case Studies and Short Answer:

- 71. Jose has been employed as a trainee in a fast-food restaurant for two months and receives less than minimum wage for his work. According to the FLSA, have Jose's rights been violated? Why or why not?
- 72. Gina works as a medical transcriptionist for \$20.00 an hour. One week she worked 50 hours. According to the FLSA, is Gina entitled to overtime pay? If so, what is Gina's pay for the week?
- 73. Krista and Raymond work in a large department store doing the same job with the same responsibilities. Krista has worked there for two years, while Raymond has worked there for eight years. Krista found out Raymond is paid a wage higher than hers. Were Krista's rights violated? Why or why not?

74. Bob and Barbara work for a computer software company. They were hired at the same time and do the same jobs. One day, Bob found out that Barbara was paid more for her work. Have Bob's rights been violated? Why or why not?

What should Bob do?

75. Rita is 17 years old and works in the office of a large meatpacking plant. She would prefer to operate a meat-cutting machine, but the plant supervisor refuses to give her the job. According to the FLSA, have Rita's rights been violated? Why or why not?

ANSWER KEY

- | | |
|-------------|---|
| 1. G | 49. D |
| 2. A | 50. B |
| 3. I | 51. C |
| 4. M | 52. C |
| 5. B | 53. B |
| 6. C | 54. A |
| 7. K | 55. D |
| 8. E | 56. C |
| 9. H | 57. C |
| 10. L | 58. B |
| 11. F | 59. B |
| 12. O | 60. A |
| 13. J | 61. C |
| 14. P | 62. A |
| 15. D | 63. C |
| 16. N | 64. D |
| 17. Q | 65. D |
| 18. 11-15 | 66. B |
| 19. 135/270 | 67. C |
| 20. Student | 68. A |
| 21. L | 69. B |
| 22. M | 70. D |
| 23. N | 71. No. He is a trainee and can be paid
less for 90 days |
| 24. D | 72. Yes. She worked over 40. \$1,100.00 |
| 25. J | 73. No. Raymond has seniority. |
| 26. E | 74. Yes. Equal pay for equal work.
Report it to EEOC. |
| 27. G | 75. No. She is not old enough to operate
it. |
| 28. A | |
| 29. K | |
| 30. F | |
| 31. I | |
| 32. C | |
| 33. H | |
| 34. O | |
| 35. B | |
| 36. F | |
| 37. T | |
| 38. F | |
| 39. F | |
| 40. F | |
| 41. T | |
| 42. T | |
| 43. T | |
| 44. F | |
| 45. T | |
| 46. D | |
| 47. A | |
| 48. C | |