

Civil Service Exam Reviewer Online Free – Professional and Sub-professional

This is your free online Civil Service Exam Reviewer for Professional and Sub-professional levels. The purpose of this reviewer is to prepare you, the applicant, to pass the Civil Service exam, also known as Career Service exam, in one take.

Tips to Pass the Civil Service Exam

As a response from thousands of requests, I'm happy to make this reviewer and share tips about getting the best and correct answer to each question. The CSE is not so difficult. The passing rate is **80%**. I took one myself and I humbly passed it. One of the keys to pass it is **to enjoy answering the questions** because if you enjoyed the quizzes, it means you have prepared well and you knew to yourself you passed the exam already without having to wait for the Test Results.

One of the important keys to pass it too is to **understand what you are reading**. You can analyze well if you understand the given question or problem.

Remember, they will give you **Test Booklets**. There is one booklet per subject. It is not allowed to write on the test booklet. It is allowed to use scratch paper though for your computations and stuff. It is not allowed to use calculator.

[Read, Tips to Remember Before Taking the Exam](#)

Finish this reviewer and master the concepts with all your heart and mind

Coverage of this Civil Service Exam Reviewer

- English and Filipino:

- Vocabulary
- Grammar and correct usage
- Paragraph organization
- Reading comprehension
- Analogy
- Logic
- Numerical reasoning
- Clerical Operations
- General Information about – Philippine Constitution; Code of Conduct and Ethical Standards for Public Officials and Employees (R. A. 6713); peace and human rights issues and concepts; and environment management and protection.

Those are the scope we are going to share in this online reviewer since they are the scope/subjects provided by the Civil Service Commission for the exam.

Civil Service Exam Sample Questions

We provide sample questions with answers in this Civil Service Exam online reviewer. We discuss the concepts first, then questions and quizzes will be given after the short explanation of the subject.

Ready to take the Civil Service online review now? Go to the following page for the complete content of the free online reviewer:

English Grammar and Correct Usage Sample Tests

We made some English Grammar and Correct Usage tests here including sample questions with answer keys, sentences including correct and incorrect ones. Passing this part of the examination will help you big time in taking other exams as well because correct grammar is so important. We provided tips and helpful lessons you need to pass this English exam.

Important Tips to Ace the English Test for Grammar and Correct Usage

If you know and understand Correct Usage of Verbs, Nouns, Pronouns, Adjectives, Adverbs and grammar, you will surely pass the English exam. It will also help you in answering the other parts like Numerical Reasoning, Logic, Analogy, Reading and Comprehension since they are all in English.

Don't worry, we will give the blueprint and the best tips here.

Understanding Verbs – their Forms and Usage

Verbs are action words. Their main usage is simple to remember.

Present Tense

Add **S** when talking about **Singular Nouns** (he, she, it, everyone, everybody, no one, nobody, either, neither, someone, somebody, anyone, anybody)

Examples:

- Taylor **writes** her original lyrics.
- Harry **dreams** of being a wizard.
- She **wants** to marry you.
- Nobody **cares** for your Facebook status.
- Everyone **knows** this is the best reviewer.

Don't add **S** when talking about **Plural Nouns** like – **I, You, We, They** and other plural nouns

Examples:

- I **love** her to the moon and back.
- You **care** for me more than you should.
- We **review** the CSE pointers to ace the coming exam.
- They **watch** the concert to see Justin.
- Her children **study** together every night.
- Many **students** volunteer for the show.

Past Tense

Add **D** or **ED** to regular verbs, used when talking about the past.

Examples:

- Cathy **baked** a chocolate muffin for me last night.
- The farmers **received** their first check yesterday.

Irregular verbs, change their spelling:

Examples:

- give – gave – Last Christmas, I **gave** you my heart.
- write – wrote – I **wrote** a letter yesterday when I was absent.

Past Participle

Use **Has** (if singular noun) or **Have** (if plural noun) following the past participle form of the verb.

Examples:

- She **has written** the most romantic poem. – since “she” is a singular noun, use HAS
+ Past participle form of verb

- They ***have written*** the funniest story. – since “they” is a plural noun, use HAVE + Past participle form of the verb

Understanding Pronouns and their Antecedents

Pronouns are words that substitute nouns. Every pronoun has antecedents and they must be near each other.

Sentences examples:

- Every weekend, **Sheila** practices **her** piano lessons in her house. (Correct)
- Every weekend, **Sheila** practices piano lessons in **her** house. (Incorrect)

Understanding Prefix and Suffix

Prefixes are syllables attached at the beginning of root words.

Suffixes are syllables attached at the end of root words.

Examples and meanings:

Synonyms and Antonyms

- **Synonyms** are words with the same meaning.
- **Antonyms** are words with opposite meaning.

English Verbal Ability Sample Questions with Answers

Answers are already highlighted.

Instruction: Choose the correct answer for each question.

1. Which sentence uses “**famish**” correctly?

- 1 After the straight exam, I felt too exhausted and **famished** to eat my favourite foods.
- 2 I could eat a horse, I am famish now.
- 3 I famished my stomach next time you treat me to a meal out.
- 4 I will bring lots of pizza, that’s a famish.

2. Priscila _____ rather not invest her savings in the stock market.

- 5 must
- 6 has to
- 7 could
- 8 **would**

3. Did you have any problem _____ our house?

9 search

10 to search

11 searching

12 for searching

4. I hope you don't mind _____ joining you.

13 to be

14 I had been

15 that I may

16 my

5. Most basketball players are 6 ____ tall or more.

17 foot

18 feet

19 foots

20 feets

6. These children _____ how to improvise more props for the play.

21 knew

22 knows

23 know

24 known

7. The company will upgrade _____ computer systems next week.

25 there

26 their

27 its

28 it's

8. Clara _____ three thousand words for her essay.

29 have wrote

30 has wrote

31 have written

32 has written

9. You have too many _____ but few time to prove you're right.

33 hypothesis

34 hypotheses

35 hyphothesises

36 hypotheses

10. Neither Sarah nor Tina _____ the crime yesterday.

37 witness

38 witnesses

39 witnessed

40 witnessing

11. You do like going to the party alone. _____ you?

41 Does

42 Doesn't

43 Do

44 Don't

12. We had our house _____ in yellow.

45 painting

46 painted

47 paint

48 to paint

13. He has been exercising but his immune system was steadily _____.

49 weak

50 weaken

51 weakened

52 weakening

14. I was _____ that the weather would be sunny and we would be able to enjoy our swimming.

53 hopeless

54 hopeful

55 hopelike

56 hopely

15. I think it's not a great idea. I totally _____.

57 misagree

58 unagree

59 inagree

60 disagree

16. So many _____ I found in the library, now I'm ready to report.

61 information

62 informations

63 infoes

64 infos

17. My grandpa always feed his flock of _____ early in the morning.

65 sheeps

66 sheep

67 ships

68 ship

18. Happy memories are always remembered, not _____.

69 forget

70 forgets

71 forgot

72 forgotten

19. Flight Z735 _____ yesterday. 350 passengers died in that accident.

73 crush

74 crushed

75 crash

76 crashed

20. There is a _____ message when you look closely at her painting.

77 hid

78 hide

79 hided

80 hidden

Civil Service Exam Reviewer â English Vocabulary Questions

The vocabulary part of the Civil Service exam is tough and difficult for many but you can pass the test if you know how to choose the best and right answers. The techniques in getting the right answer is analysing the given sentences â know theirÂ **consistency**Â and**parallelism**.

Often, the given choices seem similar and related to each other but there is really one choice that is different and unique among all of them and this is always the best answer that relates to the question.

We are giving free samples of questions here that will help you review well. These vocabulary words are very unfamiliar so you must practice your skills in determining the right answers.

Watch out for **conjunctions** especially the following: They usually give clues because they connect phrases, clauses and sentences.

Are you ready to take the test? I hope you are ardent in passing the exam like this kitty below.

English Vocabulary Questions with Answers:

Note that we already highlighted the correct answers.

Instruction: Choose the word that is most similar in meaning to the underlined word or phrase.

1. If you are ambivalent with the answers, analyze the given problem.

- 1 confusion
- 2 innocent
- 3 **uncertain**
- 4 unaware

2. He left the country because of the ominous experiences he had in the past.

- 5 unforgettable
- 6 **threatening**
- 7 ugly
- 8 remarkable

3. Teenagers are easily susceptible to peer influence.

9 flexible

10 inspired

11 dependable

12 inclined

4. My mother is alwaysÂ adamantÂ in eating breakfast before leaving the house.

13 resolute

14 uncertain

15 forgetful

16 clueless

5. Reading words without understanding their meaning isÂ futile.

17 helpless

18 useless

19 unnecessary

20 avoidable

6. She wears gold but people knows howÂ ostentatiousÂ she can be.

21 pretentious

22 ambitious

23 gorgeous

24 rebellious

7. He submitted aÂ grotesqueÂ artwork that nobody in the class could relate to.

25 different

26 weird

27 beautiful

28 colorful

8. TheirÂ clandestineÂ affair remained unknown for three years.

29 forbidden

30 surprise

31 secret

32 unacceptable

9. They say love is like a firework, a fleeting moment.

33 brief

34 unforgettable

35 shinny

36 remarkable

10. Cara is repulsive and rebellious. She always speaks sordid words.

37 dirty

38 vulgar

39 weird

40 bizarre

11. Every time I see Cathy looking at me, I feel Euphoria in my bones.

41 gravity

42 ecstasy

43 erotic

44 numb

12. I bought this book because when I read the blurb at the back, I fell in love with it.

45 summary

46 teaser

47 blog

48 plot

13. Finding a way out of the labyrinth is the last challenge of the competition.

49 castle

50 forest

51 maze

52 box

14. There is still love in our hearts amidst our seemingly mundane existence.

53 complicated

54 modern

55 worldly

56 wealthy

15. Cassy has a strong penchant in collecting cars.

57 belief

58 fondness

59 hobby

60 route

16. Diskettes and CDs are going obsolete.

61 recycled

62 refurbished

63 updated

64 outdated

17. The Queen of the Night dances vivaciously.

65 lively

66 awkward

67 kindly

68 sweetly

18. The court released a dogmatic statement that made people more hopeful.

69 naive

70 unbelievable

71 assertive

72 unclear

19. This generation is prone to a plethoric use of mobile gadgets.

73 essential

74 crucial

75 important

76 excessive

20. I am usually a haphazard in composing my poetry but they turn out so well anyway.

77 disorganized

78 blank

79 puzzled

80 strategic

Read the next part or go to the complete reviewer page below:

Correct Spelling, Idiomatic Expressions with Meaning and Examples

There are also given questions about choosing the correct spelling of words or selecting the misspelled one. In my honest opinion, spelling is the most challenging exam since words seem to spell correct and you are just choosing from a given set of words. Sometimes there is also an option for “none” or all “are correct.”

This part of the exam is very tricky considering the words may look familiar and common but their spellings are confusing. Often you may think you already know the correct spelling, yet you may be wrong. That’s why we provided the most confusing words with

correct spellings here.

We're giving some of the words usually given for this type of test. Review them well and master them by heart.

committee	separate
melancholy	
occasion	license
oxymoron	
knowledgeable	liaison
execute	
acknowledgment	receipt
zoologist	
meringue	anonymous
withdrawal	
queue	yacht
vacuum	
spontaneous	whimsical
privilege	
malicious	accessible
nuisance	
commission	continuous
nauseous	
eccentric	ecstasy
lingerie	
rhythm	fluorescent
judgment	
accommodate	ambiguous
hemorrhage	
embarrass	turquoise

equilibrium	
maintenance	occurrence
dilemma	
conscience	mayonnaise
bizarre	
etiquette	Mediterranean
assimilate	
bourgeoisie	grotesque
hygienic	
dearth	irresistible
jeopardy	
luscious	negligible
omniscience	
pandemonium	quintessential
rendezvous	

Idiomatic Expressions with Meaning and Examples

Idioms are words and phrases that have figurative meaning, separate from their literal meaning like proverbs and sayings.

Examples:

- Burning the midnight oil – means working or studying late into the night
- Don't judge the book by its cover – means don't judge something by its appearance
- Blessing in disguise – something unexpectedly turned out good
- It takes two to Tango – means actions or communications need more than one

person. Break a leg – means do your very best.

Idiomatic Expressions Questions and Answers

- Note that we already highlighted the correct answers.

Instructions: Choose the meaning of the underlined phrases from the given choices.

1. If you don't spill the beans now, you might gonna regret it.

- 1 spread rumors
- 2 **let out a secret**
- 3 plant some seeds
- 4 none of the above

2. Hey, man, you are absolutely barking up the wrong tree here because I'm innocent.

- 5 choosing the wrong dog
- 6 giving up a fight
- 7 **accusing the wrong person**
- 8 setting up an event in a tree

3. One proven way to beat an enemy is find his Achilles heel.

- 9 secret strategy
- 10 amulet
- 11 strong point
- 12 **weak spot**

4. His new Ferrari costs an arm and a leg so he is now looking for another job.

- 13 **very expensive**
- 14 got fired
- 15 met an accident
- 16 was stolen

5. He married a woman who was born with a silver spoon in her mouth.

17 born very beautiful

18 born very poor

19 born into a very rich family

20 born very talkative

6. She has different investments because she doesn't want to put all eggs in one basket.

21 doesn't want to put all resources in one possibility

22 doesn't want to cook everything at once

23 doesn't want to go bankrupt

24 none of the above

7. Whenever his crush passes by the hallway, he's having butterflies on his stomach.

25 he feels sick

26 he feels nervous

27 he feels like flying

28 he feels so handsome

8. Even though they had a nasty fight, they decided to bury the hatchet and move on.

29 kill the enemy

30 remember the past

31 bury the dead

32 forget the past quarrel

9. My father always reminds us, "don't count your chickens before the eggs have hatched."

33 Don't eat your eggs before they are cooked.

34 Don't make plans for something that might not happen.

35 Don't deal with your problems before they are solved.

36 All of the above.

10. iphones became so popular not only to teens, even my grandparents jumped on the bandwagon and bought some.

37 ride on the gadget and sell Apple

38 jump for technology and sell iphones

39 **joined the new trend and bought iphones**

40 bought Android and Apple

We're adding more questions after this.

Civil Service Exam Reviewer for Analogy and Logic

Analogy and logic test in the Civil Service Exam is so challenging as well because it requires tough analysis of words and logical meanings between them. The key to finding the right answers to questions in this type of exam is understanding word meanings and analyzing the relationship between words, ideas, phrases in the given set of words.

If you know the famous game on the iphone, ipad and mobile gadgets called **4 pics, 1 word**, this type of exam is sort of like that strategy, only easier because in this type of test, you will be given choices, unlike that game, you have no choice at all but to guess the **one word** or **thought** that defines the relationship between the given photos.

Tips in getting the right answer in Analogy and Logic:

- 1 Determine the thought and relationship between the first set of words
- 2 Apply the same thought and relationship among the choices for the next set of words

According to some English Test Reviewers, Analogy questions usually have the following

relationship and thoughts:

- Synonym – pretty: beautiful: big: huge
- Antonym – big: small: fast: slow
- Group – wolf: pack: tree: forest
- Cause and effect – rain: flood: quake: sink-hole
- Sequence – study: graduate: plant: harvest
- Classification – blue: color: pants: clothing
- Degree – warm: hot: cold: freezing
- Effort and result – paint: painting: write: letter
- Problem and Solution – tired: sleep: itch: scratch
- Function – keyboard: to type: phone: to call

Analogy and Logic Questions and Answers

Note that we already highlighted the correct answers.

Test your analogy skills by choosing the best word that expresses similar relationship to the given set of words.

1. Iron: metal: : granite: _____

3 marble

4 rock

5 sand

6 solid

2. Decibel: sound: : volt: _____

7 watts

8 fire

9 electricity

10 lightning

3. Coward: brave: : philanthropist: _____

11 selfish

12 kind

13 pessimist

14 optimist

4. Logic: reasoning: : ethics: _____

15 character

16 behavior

17 subject

18 traits

5. Antenna: signal: : net: _____

19 web

20 catch

21 gross

22 fish

6. Stanza: poem: : act: _____

23 movie

24 opera

25 song

26 lyric

7. Astrology: Astronomy: : Alchemy: _____

27 Chemistry

28 Biology

29 Physics

30 Science

8. Census: population: : inventory: _____

31 accounting

32 merchandise

33 cost

34 list

9. Oath: promise: : contract: _____

35 license

36 contact

37 agreement

38 paper

10. Glimmer: Flicker: : murmur: _____

39 whisper

40 shout

41 rumor

42 speak

11. Bouquet: flowers: : flock:

43 dogs

44 sheep

45 ship

46 cats

12. Rescind: law: : withdraw: _____

47 bank

48 candidacy

49 deposit

50 resume

13. Hoax: deceive: : filibuster: _____

51 delay

52 refuse

53 stop

54 none

14. Syllabus: course: : agenda: _____

55 subject

56 platform

57 meeting

58 lesson

15. Cat: kitten: : horse: _____

59 cab

60 puppy

61 stallion

62 pony

16. Evaporate: vapor: : petrify: _____

63 liquid

64 stone

65 magnify

66 cold

17. Canvas: painter: : marble: _____

67 sculptor

68 rock

69 statue

70 form

18. Hammer: anvil: : pestle: _____

71 ground

72 grinder

73 mortar

74 knife

19. Librarian: books: : curator: _____

75 atlas

76 encyclopedia

77 room

78 paintings

20. Archive: manuscript: arsenal: _____

79 soldier

80 weapon

81 castle

82 king

21. Bodyguard: protection: : mentor: _____

83 advice

84 counsel

85 teacher

86 leader

22. Novelist: plot: : Architect: _____

87 building

88 design

89 blueprint

90 house

23. Molecule: atoms: : tissue: _____

91 organ

92 cells

93 body

94 neutrons

24. Call: telephone: : type: _____

95 cellphone

96 ipad

97 keyboard

98 piano

25. Eavesdrop: conversation: : trespass: _____

99 property

100 house

101 land

102 assets

Reading Comprehension Test, Exercise and Strategies

One of the challenging exams given from many kinds of test is Reading Comprehension because it is very time consuming. It involves with reading lots of paragraphs, articles, passages, and sections. Do not worry because this reviewer is made to help you pass the exam in one take. Reading Comprehension will be easy if you follow our helpful tips and strategies here. We always provide sample test questions and exercises for this site

reviewer.

How to pass the reading comprehension in an exam? The following tips, strategies and exercises are the best reviewer. It will help you practice in finding the right answers in this type of quiz. It really measures how you can comprehend and grasp about the topic in a passage.

Tips in getting the right answers for Reading and Comprehension Exam

Stay calm and don't panic. As you open the booklet, you'll definitely see long passages and paragraphs. Do not stress yourself into thinking "wow should I really have to read all of this?" because you really should darling! Unless you don't want to pass the test and just waste your chance.

Read with your eyes not with your mouth. Avoid lips movement and whispering because reading with your lips is time consuming besides it will distract everyone. Reading with your eyes is also reading with your mind, it will help you understand what you are reading better.

Do not read word for word. Instead, read group of words or sections at a time for they will help you get the main topic of the paragraph. It will also help you save time and finish the test on time.

Do not read the answers first! before the questions and the paragraph, it will only confuse you.

Read fast and understand what you're reading to get the main idea of the whole passage. Questions are always related about the main idea. **What is the main idea?** It is simply the main topic and the center of what is being talked about in the article.

Concentrate on the parts of the paragraph where the possible answer can be found.

Take note of the following:

- **Main idea** is simply what the story is mainly about
- **Climax** is the peak point or highlight of the story
- **Plot** is the pattern of events of the story
- **Conflict** is the tension and struggle part of the story
- **Setting** is where and when the story takes place
- **Best or alternative title** is usually being asked too so you must choose the best one that talks about the main idea

Focus on reading and everything will be taken into your mind like a movie playing inside your head. If you focus, you'll never be disturbed. If you're disturbed by something in the room, you lose an important key to ace this part of the test.

Reading Comprehension Test Sample Questions and Answers

Instruction: Read each paragraph or passage below and select the best answer for what is being asked.

1. Boracay, the most famous beach in the Philippines, is also known as a blessed island. I have never met anyone who has not been enthralled and fascinated when they visited Boracay. The first time you set foot on its powder-like sand, you'll surely feel lucky to be in a paradise island. The moment you see its crystal pristine water, you'll be so thankful you're alive. Many locals and foreigners go there again and again not only because of the breathtaking view but also because to celebrate life and its blessings.

The best title for the above article is:

- 1 Famous Beach in the Philippines
- 2 The Beach of Boracay
- 3 Boracay, a Blessed Island
- 4 Why People Go to Boracay

2. Malaysia Airline Flight MH370's disappearance is still under investigation. Many countries joined in the search for what really happened and where the aircraft is now. The flight lost contact with air traffic controllers about an hour after its take off. The weather was fine when the aircraft was flying so it adds more theories about other possible reasons of the aircraft's fate. The oil slick spotted off Vietnam's coast turned out to be fuel oil used in cargo ships so it has nothing to do with the aircraft. Interpol also says the disappearance of the jet plane has nothing to do with terrorist attack. More questions are adding to this quest and no specific answer is given and proven yet.

The above selection supports the idea:

- 5 That Flight MH370 is somewhere under the sea
- 6 That Flight MH370's disappearance is still a mystery
- 7 That Flight MH370 must have crashed after loss contact
- 8 That Flight MH370 is in Bermuda Triangle

3. Flappy Bird, a mobile game created in 2013 by Dong Nguyen from Vietnam became a hit at the start of 2014. At the end of January 2014, it was the most downloaded game in the iOS App Store. The game is extremely addictive and difficult so users strive harder to score higher. Due to its intense popularity, the creator decided to remove it from the App Store. Because of its millions of downloads, Nguyen claimed he was making \$50,000 per day from it. The demand of Flappy Bird made some gadgets owners to sell their devices with Flappy Bird installed for twice or thrice their original price.

What is the best title for the above article?

9 Most Downloaded Game

10 The Demand of Flappy Bird Game

11 Flappy Bird App

12 The Rise of Game Apps

4. According to NASA, effects that scientists had predicted in the past would result from global climate change are now occurring like loss of sea ice, accelerated sea level rise and longer, more intense heat waves. Even our Earth's average temperature has increased about 1 degree in Fahrenheit in the 20th century. Many experts and scientists believe that global temperature will continue to rise from 2.5 to degrees Fahrenheit over the next century.

Which of the following conclusions best summarizes the selection above?

13 Climate change will continue to get worse until humanity takes serious actions to stop it.

14 Global climate change is happening on earth now.

15 The effects of climate change are getting extremely dangerous.

16 Global climate change and its effects are occurring and are likely to increase over time.

5. Mark Zuckerberg, Co-Founder and CEO of Facebook spoke with President Barack Obama to discuss about internet privacy impositions by the U.S. government. Zuckerberg said, "The Internet works because most people and companies do the same. We work together to create this secure environment and make our shared space even better for the world.

This is why I've been so confused and frustrated by the repeated reports of the behavior of the U.S. government. When our engineers work tirelessly to improve security, we imagine we're protecting you against criminals, not our own government.

The U.S. government should be the champion for the Internet, not a threat. It needs to be

much more transparent about what it's doing, or people will believe the worst.

I've called President Obama to express my frustration over the damage the government is creating for all of our future. Unfortunately, it seems like it will take a very long time for true full reform.

So it's up to us -- all of us -- to build the Internet we want. Together, we can build a space that is greater and a more important part of the world than anything we have today, but is also safe and secure. I'm committed to seeing this happen, and you can count on Facebook to do our part.

Why is Internet Privacy very important to all of us?

17 Because it is not safe to trust anyone with our online accounts.

18 Because nobody really owns the internet. It is a free space.

19 Because it protects and secures not only our online accounts but also our online activities.

20 Because the government's protection is not enough.

6. Search Engine Optimization a.k.a. SEO is vital for a website to stay successful for a long time. The world of internet continues to evolve so website owners must stay in the game by making updates while practicing effective SEO. Great content and correct SEO are the blood of a website because without them, a site could die.

The paragraph is mainly about what?

21 The importance of Search Engine Optimization

22 The life of a successful website

23 The secrets of making a website successful

24 How to apply Search Engine Optimization

7. There are around 2 million Filipinos without jobs today. That includes graduates and undergraduates. According to survey, there will be another

half-million to graduate this year without possible job placements. Unemployed people complain about job shortage. Many go to the cities to apply to some companies but end up going home with nothing. Unemployment rate increases each year even though there are many job fairs.

The paragraph states thatâ |

25 Unemployment in the Philippines is common

26 Unemployment rate in the Philippines is seriously increasing

27 Unemployment in the Philippines must be solved

28 Unemployment solutions for Filipinos

8. â â â â â â In the Olympic Peninsula of northwest Washington State, a small town named Forks exists under a near-constant cover of clouds. It rains on this inconsequential town more than any other place in the United States of America. It was from this town and its gloomy, omnipresent shade that my mother escaped with me when I was only a few months old. It was in this town that Iâ d been compelled to spend a month every summer until I was fourteen. That was the year I finally put my foot down; these past three summers, my dad, Charlie, vacationed with me in California for two weeks instead.

It was to Forks that I now exiled myself â an action that I took with great horror. I detested Forks.

I loved Phoenix. I loved the sun and the blistering heat. I loved the vigorous, sprawling city.â

-Stephenie Meyer, â The Twilight Sagaâ

Provide the specific setting of the story

29 Phoenix

30 Rainy day

31 Forks, Washington

32 Twilight

9. It's twenty-five after six and the sky still has some shades of purple and orange. I know well just like me, I am standing here, in this secretive rooftop, overjoyed yet there are still some fragments of fear and haze. I wonder if the sky is glad and excited about the night or if it is crying over the bright day that passed. Feh! Dungo Higher than the Rooftop

What is the mood of the story?

33 Happiness

34 Sorrow

35 Confusion

36 Grief

10. Investing has been a hot topic for quite a while. Many people especially employees and entrepreneurs don't rely on time deposits and regular savings account to save and earn interests. The most common investments in the Philippines are through real estates, mutual funds and trust funds. Although few people also join trading in the stock market, more and more Filipinos are not reluctant to invest their money and diversify them to different money making wheels.

What does the article try to convey?

37 Filipinos are now willing to open different investments.

38 Filipinos are wise in saving their money.

39 Filipinos rely mainly on savings and deposit accounts.

40 Filipinos invest in real estates, mutual funds and trust funds.

Correct answers are posted in the Answer Key page below.

Go to the next part or go to the content list of this reviewer to review the other subjects:

Paragraph Organization Civil Service Test Examples

Next to Reading Comprehension, Paragraph Organization in the Civil Service exam is another challenging part. It is not so difficult however, it is also very time consuming. Why? Because it is about finding the correct arrangement of the sentences to form the correct paragraph, article or story. You need to organize sentences – which comes first, then next and so on. Thus, it is called “Paragraph Organization.”

Usually, in this type of test you will be given **shuffled sentences** and you need to arrange them to form a story or a passage with sense. How would you know, you got the arrangement right? Simple re-read your sequence and ask yourself if it makes sense. No worries darlings, we are giving effective techniques and strategies here because the purpose of this reviewer is for you to pass the exam in one take.

As usual, we provide paragraph organization test samples and questions below which you can use as reviewer. I will make a PDF version of this book soon. This tutorial and these tips will help you to prepare for your big day at the Testing Center. Relax and you will pass the test.

Tips in Paragraph Organization

Every paragraph, story or an article has a pattern and your goal is to organize the whole pattern to present the main thought **chronologically**. If it's hard for you, make an outline of each topic in the sentences.

Watch out for signal words which indicates time or events.

Watch out for the following signal words:

Order or sequence:

- First, second, third, first and foremost, afterwards, then, next, at last, until, finally, lastly

Comparison: Similarities and differences:

- But, however, on the other hand, than, likewise, nonetheless, nevertheless, similarly, oppose to, apparently

Cause and effect:

- Because, hence, thus, therefore, consequently, subsequently

Paragraph Organization Techniques:

- 1 Find the topic sentence. It usually contains the main idea or the main topic
- 2 Next find the supporting sentences that support that topic sentence.
- 3 Find the concluding sentence or the closing sentence. It usually the final thought or conclusion and marks the end of the article, paragraph or story.

So easy right? Now, prepare yourself and answer the following quiz below.

Paragraph Organization Test Samples Civil Service Exam:

Instruction: Choose the best order and sequence of the following sentences to form a well-organized paragraph.

1.

- A. One effective way is to diversify his funds to different investments like real estate, stocks and money instruments like bonds and trust funds.
- B. It is always best to expand money to different investment wheels.
- C. A wise investor must not put all his eggs in one basket.

D. He should always consider the risks involved in investing his money.

4 CBAD

2. CBDA

3. CDAB

4.

CDBA

2.

A. It is very vital to have social media presence however personal blogs serve as web domains.

B. Most people including celebrities and businessmen have blogs nowadays.

C. Therefore, building them will help anyone in promoting himself or his business.

D. Apparently blogs are like our offices only they are in the internet.

5 BDAC

2. BADC

3. BACD

4.

BDCA

3.

A. The basic steps in building a website are easy to remember and registering a domain name is the usual priority.

B. Designing a layout will come after that.

C. Finally, adding more content and social media presence are required to keep your site active.

D. Then you need a hosting provider to host your site's content in the World Wide Web.

6 ABCD

2. ADBC

3. ACBD

4.

ADCB

4.

A. Speaking in English every day is also proven effective.

B. Another way is watching English movies and TV shows particularly with English subtitles.

C. Reading articles in books, newspapers, and magazines is just among the helpful ways.

D. There are many ways to improve and develop English proficiency.

7 DCBA

2. DACB

3. DABC

4.

DCAB

5.

A. Others don't realize yet what to pursue because they have many dreams.

B. Finding the right course in college is one of the most challenging decisions anyone can make.

C. Some people want to pursue their dreams ever since they were just little.

D. Indeed destiny is a matter of choice.

8 BDAC

2. BCDA

3. BADC

4.

BCAD

6.

A. While passport, airline tickets and valid IDs are required, proof of financial capacity may be required for visa application.

B. Many Filipinos rejoiced hearing that good news.

C. The Bureau of Immigration announced recently that proof of financial capacity is not a primary requirement at the airport.

D. Positive points go to the bureau for this.

9 CBAD

2. CADB

3. CABD

4.

CBDA

7.

A. This will be one of your tickets to land a job in the government.

B. That is why many people apply to take the Career Service examination.

C. If you passed the exam, you will get a certificate of eligibility.

D. Career Service Eligibility is a major requirement to apply for a job position in the government.

10 DCBA

2. DBAC

3. DBCA

4.

DCAB

8.

- A. Your passport will arrive in 7 days if you choose the rush processing.
- B. Getting a passport is faster nowadays.
- C. Now, it only takes about 10 working days.
- D. Compared before, it would take about a month for the regular processing.

11 BCAD

2. BDCA

3. BADC

4.

BACD

9.

- A. Facebook has been the number one social network in the web and the world for quite long now.
- B. Mobile instant messaging apps are also dominating social presence in the internet.
- C. After many acquisitions, Facebook bought Instagram, one of the fastest growing photo sharing networks.
- D. Because of that, Facebook acquired WhatsApp, a leading instant chat platform like Kakaotalk.

12 ACBD

2. ABCD

3. ADCB

4.

ADBC

10.

- A. They will help you to purchase through zero-interest installment schemes.
- B. Thus, you must be wise and pay in full if you want to avoid never-ending debts.
- C. Credit cards are helpful if you know how and when to use them wisely.
- D. However, they will produce interests from interests if you didn't pay the whole amount at the due date.

13 CDBA

2. CABD

3. CDAB

4.

CADB

Numerical Reasoning Practice Test – Civil Service Exam

We are sharing here the best Numerical Reasoning practice test for the Civil Service exam. This page includes the most common questions for this part of the CSE. Just like our other posts, we also include effective tips and techniques to get the best and correct answer to every question. Eventually, the PDF version of this whole online reviewer will be done and the release will be announced in this site. Meanwhile, you can just use this free online reviewer because it contains the complete scope of the Civil Service exam anyway.

Even though there is **no calculator allowed**, Quantitative Numerical Reasoning is not so difficult in the Civil Service exam especially if the examinee is very good in Math and logic. It involves mainly with the basic Mathematical processes – addition, subtraction, multiplication and division for fractions, ratios, equations, and some problem solving or word problems. There are many series and sequence-questions as well.

Tips to pass the Numerical Reasoning Test in Civil Service Exam

- Relax and just enjoy answering your Math quizzes. If you're relaxed, you'll never lose focus and that is so important.
- Know the basics of Math like adding, subtracting, multiplying and dividing fractions, ratios, decimals, and equations. If you know these concepts, you'll surely get everything. Otherwise, you won't know what to do. (see our techniques below)
- You can use scratch paper for your computations and solutions. Note that you will also have to pass your scratch papers.
- Love Math because it is easy for someone who loves Math.
- Focus in solving problems. Think, analyze, and solve.
- Pray before the exam. It always helps.

Techniques in Numerical Reasoning Test

For the purpose of reviewing better, I'm going to share here some concepts of Math because like I said, you have to know the basics before you solve everything. I know I have to share these because this is an online reviewer in the first place. Reviewing is practice.

Decimals:

For **Addition and Subtraction**, it is very simple and easy. Just line up the given numbers though their decimal point. If it has no decimal point, put one or convert one. Put zeros to complement the numbers if needed.

I remember there are many questions about decimals when I took the exam. Lots involve with multiplication and division. Same with fractions, I think I enjoyed that part so much because fractions are my thing.

- **Examples:**

$$5.98 + 6 + \frac{3}{4} = \underline{\hspace{2cm}}$$

$$1.25 + 1.5 + 7.875 \underline{\hspace{2cm}}$$

$$25 - 8.35 - 1.3 + \underline{\hspace{2cm}}$$

Solutions:

$$\begin{array}{r} 5.98 \\ 6.00 \\ + .75 \\ \hline 12.73 \end{array}$$

$$\begin{array}{r} 1.250 \\ 1.500 \\ + 7.875 \\ \hline 10.625 \end{array}$$

$$\begin{array}{r} 25.00 \\ 8.35 \\ - 1.30 \\ \hline 15.35 \end{array}$$

For **Multiplication**, don't take it too hard because it is very simply too. Just multiply the numbers and count the decimal places to the right of the given numbers then move in that decimal (count) from the right answer to the left.

- **Example:** $3.05 \times 1.4 = ?$

$$\begin{array}{r}
 305 \\
 \times 14 \\
 \hline
 1220 \\
 3050 \\
 \hline
 4270
 \end{array}$$

3.05 has 2 decimal places and 1.4 has 1 therefore you have to move 3 decimal places to the left



count 3 decimal places to the left

For **Division**, you have to divide the classic way by making the divisor a whole number. You need to move the decimal place to the right to make it a whole number then do the same way with the dividend. Add zeros to the dividend if necessary. See example below.

- **Example:** $0.35 \div 1.4$ (0.35 is the dividend and 1.4 is the divisor here)

$$\begin{array}{r}
 .25 \\
 1.4 \overline{) 3.50} \\
 \underline{28} \\
 70 \\
 \underline{70} \\
 0
 \end{array}$$

we move 1 decimal place to the divisor to make it a whole number and we also move 1 decimal place to the right of the dividend

Fractions:

Some of the questions in Math and Quantitative Numerical Reasoning tests involve with fractions because they are also related to decimals, percent, mixed numbers and algebraic expressions. Again, if you master solving fractions, it will be a great edge for you.

Addition and Subtraction of Fractions

In this process, the easiest way is to always simplify the fractions by finding the LCD aka least common denominator, then apply the operation. If the result is improper fraction (numerator is bigger than denominator), simplify it too by giving the mixed number. Watch this helpful video.

<http://www.youtube.com/watch?v=GFGlgSfQ-Gk>

How to Multiply and Divide Fractions?

To multiply fractions is easier. Just multiply both the numerator then multiply both the denominator. Simplify the product is you must.

- **Example:** $\frac{1}{2} \times \frac{3}{4} = \frac{3}{8}$

To divide fractions, inverse the second fraction then we follow the rules in multiplication. You can also cross-multiply the given fractions.

- **Example:** How many $\frac{1}{3}$'s are there in $\frac{1}{2}$?

$$\begin{aligned} & \frac{1}{2} \div \frac{1}{3} \\ = & \frac{1}{2} \times \frac{3}{1} \\ = & \frac{3}{2} \text{ or } 1 \frac{1}{2} \end{aligned}$$

Converting Fractions to Decimals and vice versa

In converting fractions to decimals, just divide the numbers and round them off.

- Examples:

$$\frac{1}{3} = .333$$

$$\frac{5}{8} = .625$$

$$\frac{7}{8} = .875$$

Another way is to find a number to multiply by the denominator to make it 10, 100 or 1000...

- Example:

Example 1: Express 3/4 as a Decimal

Step 1: We can multiply 4 by **25** to become 100

Step 2: Multiply top and bottom by 25:

$$\begin{array}{c} \times 25 \\ \curvearrowright \\ \frac{3}{4} = \frac{75}{100} \\ \curvearrowleft \\ \times 25 \end{array}$$

Step 3: Write down 75 with the decimal point 2 spaces from the right (because 100 has 2 zeros);

Answer = 0.75

source

e: Mathisfun.com

Positive and Negative Numbers:

Addition and Subtraction

- Positive + Positive = Positive
- Negative + Negative = Negative
- Positive + Negative = Subtract the two and use the sign of the bigger number
- Positive – Negative = Change the sign of the Subtrahend and follow the rules of Addition
- Negative – Negative = Change the sign of the Subtrahend and follow the rules of Addition

Multiplication and Division:

- Multiplying and dividing numbers with similar sign equals Positive ($+ \times + = +$) and ($- \times - = +$)
- Multiplying and dividing numbers with different signs equals Negative ($+ \times - = -$) and ($- \times + = -$)

Number Series and Sequence:

There are also logical sequence and number series in this Math exam. Of course you have to find the next number from the pattern. You will know the right answers by applying the same method you used in a sequence to get the next number or the next.

Examples:

3, 5, 7, 9, 11, 13

2, 4, 8, 16, 32, 64, 128

Problem Solving:

We cannot miss to include this scope here because every Math exam has problem solving. The key to find the correct answers is to analyse the given case well and understand what is being asked. Apply your magical Math logic.

Numerical Reasoning Test Samples:

Instruction: Solve the following Math quizzes.

1. 2187, 729, 243, 81, 27, 9, ____?

1 6

2 3

3 4

4 2

2. 1, 4, 9, 16, 25, 36, 49, 64, ____ ?

5 72

6 75

7 81

8 90

3. 13 -21 34 -55 89 ____?

9 -95

10 104

11 -123

12 -144

4. AZ CX EV GT ____?

13 IR KP

14 IR KQ

15 IS KQ

16 IS KP

5. A5 D25 G125 J625 M3125 ____?

17 P15525

18 P15625

19 O15525

20 O15625

6. What is $-25 + 16$?

21 9

22 -9

23 -41

24 41

7. What is $107 - (-17)$?

25 -90

26 90

27 124

28 -124

8. $(-9)(-22) = \underline{\hspace{1cm}}$?

29 198

30 -198

31 31

32 -31

9. $(21)(-4) + (8)(-2) = \underline{\hspace{1cm}}$?

33 -100

34 100

35 -23

36 23

10. $(-560) \div 7 = \underline{\hspace{1cm}}$?

37 -80

38 80

39 -553

40 553

11. $6/8 + 2\frac{1}{2} + 4/12$ is also the same as?

41 $\frac{1}{2} + 2.5 + \frac{1}{4}$

42 $\frac{1}{2} + 5/2 + 1/6$

43 $\frac{3}{4} + 2.5 + 1/6$

44 $\frac{3}{4} + 5/2 + 1/3$

12. What is the Least Common Denominator of $\frac{1}{8}$, $\frac{3}{4}$, and $\frac{1}{16}$?

45 4

46 8

47 16

48 2

13. What is the Greatest Common Factor of 36 and 54?

49 6

50 12

51 18

52 9

14. What is the sum of $\frac{1}{2} + \frac{8}{4} + \frac{6}{12}$?

53 $\frac{15}{12}$

54 $\frac{3}{12}$

55 3

56 $3\frac{1}{12}$

15. $\frac{3}{9} \times \frac{2}{3} = \underline{\hspace{1cm}}$

57 $\frac{6}{27}$

58 $\frac{2}{9}$

59 $\frac{9}{18}$

60 $\frac{1}{9}$

16. $\frac{3}{4} \div \frac{1}{8} = \underline{\hspace{1cm}}$

61 8

62 4

63 12

64 6

17. What is the decimal form of $\frac{3}{4}\%$?

65 .0075

66 .075

67 .75

68 .00075

18. Convert 3.4% as a fraction.

69 $\frac{34}{100}$

70 $\frac{.34}{100}$

71 $\frac{3.4}{1000}$

72 $\frac{3.4}{100}$

19. What is $\frac{1}{4}$ in decimal?

73 .025

74 .25

75 2.5

76 .0025

20. What is the ratio of $\frac{1}{2}$ to $\frac{2}{5}$?

77 3:4

78 5:4

79 1:3

80 2:5

21. 2.12 is multiplied by 10 to the sixth power is?

81 212.000

82 2,120,000

83 212,000

84 21,200

22. 25 is multiplied by 10 to the fifth power is?

85 2,500,000

86 250,000

87 25,000

88 .000025

23. Find the value of x in the equation: $5x + 25 = 10$

89 5

90 3

91 -3

92 -5

24. If $x=8$, find the value of y in the equation: $4x - 2y = 28$.

93 -4

94 -2

95 4

96 2

25. Find the value of x if $y= 8$ in the equation: $2x + 4y = 50$

97 9

98 8

99 10

100 4

Problem Solving / Word Problems:

26. Kit is twice as old as his friend Sam. Sam is 5 years older than Cara. In 5 years, Kit will be three times as old as Cara. How old is Sam?

101 2 years old

102 3 years old

103 4 years old

104 5 years old

27. James's dad is 5 times older than James and James is twice as old as his sister Sara. In two years, the sum of their ages will be 58. How old is James now?

105 6 years old

106 7 years old

107 8 years old

108 9 years old

28. Cathy scored 85, 87, 90, 95, and 100 in her Math exams. What will be her average grade in Math from this period?

109 91.40

110 91.50

111 92

112 93.50

29. Letty left home and drove at the rate of 50 miles per hour for 2 hours. She stopped for lunch then drove for another 4 hours at 65 mph to reach Los Angeles. How many miles did Letty drive to reach LA?

113 115 miles

114 360 miles

115 310 miles

116 100 miles

30. Michelle went to SM for the 3-day sale. She bought a new pair of shoes and paid only P2,450 discounted for 20% off. What was the original price of the shoes?

117 P3,062.50

118 P3,260.50

119 P3,620.50

120 P3,026.50

Civil Service Exam Reviewer Clerical Operations

Clerical Operations or Clerical Reasoning is also covered in the Civil Service Exam in the Philippines especially for the Sub-professional level. As a Career Service Professional, you should know the basic clerical work procedures and office jobs. If you are familiar with the basic job descriptions and responsibilities of a clerk, you will surely enjoy this part of the exam.

You might be wondering how much of the exam has Clerical Operations questions. It's not much but some questions in English such as filing up alphabetically, arranging chronological orders and office questions are related to Clerical Operations.

There is no need to tackle more about Clerical Reasoning. The best tip is to familiarize yourself in a real-time clerical workplace and you will surely get the correct answers in this quiz.

Again, the objective of this Online Reviewer is to pass the exam in one take. We don't want you to have information overload. So relax and answer the following questions.

Civil Service Exam Clerical Operations Questions:

1. Which department of an office is responsible for hiring new personnel?

- 1 Office of the President
- 2 Accounting Department
- 3 Logistic and Supply

4 Human Resource Department

2. Which computer program should you go if you want to email a company?

5 Word

6 Excel

7 Outlook

8 Powerpoint

3. This is a telephonic transmission of scanned documents of texts and images to a telephone number connected to a printer.

9 Photocopying Machine

10 Fax Machine

11 Typewriter

12 Inkjet Printer

4. The chief financial officer is responsible for the financial matters and financial management of a corporation, she is also known as the _____.

13 Auditor

14 Treasurer

15 Chief Executive Officer

16 Manager

5. Which department of a company is responsible for cash register operations and payment processing?

17 Cashier

18 Billing

19 Accounting

20 Budget

6. What is the correct filing arrangement for the following names?

1. Angeles, Mario P.
2. Angeles, Maricel P.
3. Angeles, Marissa P.
4. Angeles, Maria P.

21 4,2,1,3

22 4,1,2,3

23 4,3,2,1

24 4,1,3,2

7. All of the following items are found in the Official Receipt form except ____.

25 Name and address of the buyer

26 Signature of the recipient

27 Quantity of the items paid

28 Credit Card Number of the customer

8. The method of indexing and filing where names are in alphabetized order.

29 Numeric

30 Metric

31 Geographic

32 Alphabetic

9. Which is the best way to address a correspondence for the President of the Philippines?

33 His Excellency Benigno Aquino III

34 His Excellency President Benigno Aquino III

35 President Benigno Aquino III

36 President Noynoy

10. How do you address the Queen of England when you talk about her?

37 Her Highness the Queen

38 Her Majesty Queen Elizabeth II

39 Queen Elizabeth II her Highness

40 Queen Elizabeth II her Majesty

11. Your boss asked you to send her a soft copy of your latest résumé. An example of a soft copy is:

41 A print out copy usually in a paper

42 Original copy written in a paper

43 A copy saved in a computer and sent through email

44 A copy from a Xerox machine

12. When a company asked you to submit your latest CV, what does CV stand for?

45 Curriculum Vitum

46 Curriculum Virtue

47 Curriculum Vitae

48 Curriculum Vital

13. It is the section of Accounting Department in a company that records goods and services that it receives and the payments it owes.

49 Budget

50 Payroll

51 Accounts Payable and Receivable

52 Inventory

14. Which of the following is not a function of Accounting Department in a big corporation?

53 Prepare Interim Financial Statements

54 Inventory Management

55 Bank Reconciliation

56 Internal and External Auditing

15. He is the highest ranking executive manager in a corporation and he is the top person in command in an organization.

57 Chief Financial Executive

58 Chief Executive Officer

59 Executive Admin. Officer

60 Chief Executive Assistant

16. Which of the following is not a responsibility of a clerical worker?

61 Marketing and promotion for customers

62 Filing and updating purchase orders

63 Updating and billing buyer's account

64 Answering business emails

17. Arrange the proper filing of the following in alphabetical order:

A. Lieutenant Colonel Mark David

B. Atty. Elen Rodriguez

C. Captain Max Aquino

D. Dr. Juan Castro

65 CDAB

66 CDBA

67 BDCA

68 BCDA

18. Arrange the proper filing of the following in alphabetical order:

A. Sec. Dinky Soliman

B. Sec. Richard Gordon

C. Sec. Voltaire Gazmin

D. Sec. Armin Luistro

69 DABC

70 DACB

71 CBDA

72 CBAD

19. How much is the present Value-Added-Tax in the Philippines?

73 12% of gross profit

74 12% of cost of goods sold

75 12% of gross sales

76 12% of net income

20. This department of the company is responsible for preparing and updating customers' accounts:

77 Purchasing section

78 Cashier section

79 Billing Section

80 Releasing section

21. This is a type of document issued by a seller to a buyer relating to a sale transaction and indicating the products, quantities and prices sold to the buyer.

81 Check voucher

82 Purchase order

83 Delivery receipt

84 Sales invoice

22. Which of the following is not a usual document used in a sales company?

85 Form 137

86 Delivery receipt

87 Sales invoice

88 Purchase order

23. One of the responsibilities of a clerical job is answering and tending phone calls. Which is the best way to answer a phone call in a company?

89 Say “Hello,” and wait for the caller to speak.

90 Run and get a pen and notebook then pick up the phone.

91 Answer the phone politely and give your department or company name.

92 Wait for fellow employees to answer the phone.

24. An example of a hard copy document is:

93 PDF file letter

94 Company email message

95 A business letter saved in USB

96 Business letter in a paper

25. What does a CC means in an email message?

97 Copy sent

98 Copy furnished

99 Copy cat

100 Client copy

Civil Service Exam – Philippine Constitution, General Information, Current Events

The Civil Service Exam for Professional and Sub-professional levels also have coverage about Philippine Constitution, Code of Conduct and Ethical Standards for Public officials and Employees based on R.A. 6713; peace and human rights issues and concepts; and environment management and protection, General Information and current events, latest and newly enacted laws and environmental issues.

It is best to know and understand the important parts and sections about the Philippine Constitution and Republic Act 6713. Have enough knowledge about updates and current events happening in the government.

Honestly, this part of the exam is kind of hard to many examinees because lots of us are not very familiar with the political terms, constitution, civil rights, old and new laws. Heck, we must know some from now on.

If you want to go to the complete page of the best Civil Service Exam Reviewer, go in this page : [1taker Civil Service Exam Reviewer](#)

Civil Service Exam 2016 Philippine Constitution, General Information, Current Events

We are sharing here some of the most common questions given in the Civil Service exam for the General information, Philippine Constitution and current events. You're not taking the BAR Exam so relax and chill out. You don't wanna tire your brains out darlings. In case you do, here's the whole [Article](#).

1. What are the 3 main branches of the Government of the Philippines?

- 1 Senate, Supreme Court, Congress
- 2 Presidential, Unicameral- Parliamentary, Bicameral-Parliamentary
- 3 Legislative, Executive, Judicial
- 4 The Legislature, The Senate, The Supreme Court

2. The Supreme Court shall be composed of a Chief Justice and how many Associates Justices?

5 12

6 13

7 14

8 15

3. The Commander-in-Chief of all armed forces of the Philippines this 2014 is _____.

9 Air Force Commanding General Jeffrey Delgado

10 President Benigno Aquino III

11 Chief Justice Maria Lourdes Sereno

12 AFP Chief Lieutenant Gen. Emmanuel Bautista

4. The executive power shall be vested in the _____.

13 President of the Philippines

14 House of Representatives

15 The Supreme Court

16 The Congress

5. The legislative power shall be vested in the _____ which shall consist of a Senate and a House of Representatives.

17 Congress of the Philippines

18 House of Ombudsman

19 The Supreme Court

20 Bureau of Internal Revenue

6. The Senate shall be composed of how many senators elected at large by voters of the Philippines?

21 21

22 22

23 23

24 24

7. How long shall the term of office of the senators be commenced?

25 3 years

26 4 years

27 5 years

28 6 years

8. The term of office of the President and Vice-president of the Philippines shall be up to how many years?

29 3 years

30 4 years

31 5 years

32 6 years

9. The members of the House of Representatives shall be elected for a term of _____.

33 3 years

34 4 years

35 5 years

36 6 years

10. The following shall be exempted from taxation except:

37 Lands and buildings

38 Churches and convents

39 Charitable institutions

40 Non-profit cemeteries

11. The Congress, by a vote of ____ of both Houses in joint session assembled, voting separately, shall have the sole power to declare a state of war.

41 Two-thirds

42 One-half

43 Three quarters

44 Minority

12. It states that “no person shall be deprived of life, liberty, or property without due process of law, nor any person be denied the equal protection of the laws.”

45 Article VI

46 Bill of Rights

47 Republic Act

48 Court Order

13. All of the following is TRUE except:

49 No person shall be compelled to be a witness against himself

50 No person shall be imprisoned for non-payment of debt or poll tax.

51 No ex post facto law or bill of attainder shall not be enacted.

52 No person shall be detained solely by reason of his political beliefs and aspirations.

14. The following are citizens of the Philippines except:

53 Those fathers or mothers are citizens of the Philippines

54 Those who are born before January 17, 1973, of Filipino mothers, who elect Philippine citizenship upon reaching the age of majority

55 Those who are naturalized citizens of the Philippines in accordance with law.

56 All of the above are true.

15. It is the right and obligation by all citizens, who are at least 18 years of age, and qualified by law, to vote in the election of national and local officials of the government without literacy,, property, or other substantive requirement.

57 Suffrage

58 Election

59 Voting power

60 Civil Right

16. The three inherent powers of the state are the following except one:

61 Police Power

62 Power of Eminent Domain

63 Power of Taxation

64 Power to Impeach

17. It is the power of the State to promote public welfare by restraining the use of both liberty and property of all people.

65 Police Power

66 Power of Eminent Domain

67 Power if Taxation

68 Power to Impeach

18. It is the power of the State to take properties for the purpose of public use upon payment of just compensation.

69 Police Power

70 Power of Eminent Domain

71 Power if Taxation

72 Power to Impeach

19. It is the power of the State to impose charge or burden to persons and properties, and property rights for the purpose of raising revenues to protect the people and extend public projects and services.

73 Police Power

74 Power of Eminent Domain

75 Power if Taxation

76 Power to Impeach

20. The following are members of the Constitutional Commission except:

77 Commission on Civil Rights

78 Commission on Elections

79 Civil Service Commission

80 Commission on Audit

21. It states that public office is public trust and that public officers and employees must, at all times, be accountable to the people, serve them with utmost responsibility, integrity, loyalty and efficiency; act with patriotism and justice and lead modest lives.

81 Public Trust

82 Constitutional Rights

83 Accountability

84 Responsibility

22. Who shall have the exclusive power to initiate all cases of impeachment?

85 House of Blue Ribbon Committee

86 House of Representatives

87 House of the Senate

88 Speaker of the House

23. R.A. 6713 is an act to uphold the time-honored principle of public office being a public trust, granting incentives and rewards for exemplary service, enumerating prohibited acts and providing penalties for violations thereof and for other purposes.

89 Preamble

90 Code of Ethics

91 Code of Government Officials

92 Code of Conduct and Ethical Standards for Public Officials and Employees

24. The following are duties and responsibilities of Public officials and Employees except:

93 Act promptly on letters, inquiries, calls or any other form of communications sent by the public.

94 Submit performance reports of the agency or office regularly

95 Accept gifts from the public upon prioritizing their queries.

96 Process documents and papers expeditiously.

25. It is a written instrument containing the proposition and required number of signatories and shall be in a form determined by and submitted to the Commission on Elections.

97 Bill

98 Law

99 Proposition

100 Petition

26. It is the electoral process by which an initiative on the Constitution is either approved or rejected by the people.

101 Referendum

102 Plebiscite

103 Petition

104 Initiative

27. It is the power of the electorate to approve or reject a legislation through an election called for the purpose.

105 Referendum

106 Plebiscite

107 Petition

108 Initiative

28. This law promotes responsible family planning and proper use of reproductive methods to eliminate over-population growth.

109 RH Bill

110 Responsible Parenthood and Reproductive Health Law

111 Reproductive Law

112 Family Planning

29. It is a specialized agency of the United Nations that concerns international public health.

113 Department of Health

114 World Health Organization

115 International Health Organization

116 All of the above

30. APEC is a summit that promotes free trade and economic cooperation throughout the Asia-Pacific region countries. APEC stands for:

117 Asia Pacific Economic Corporation

118 Asia Pacific Economic Cooperation

119 Asia Pacific Economic Council

120 Asia Pacific Economic Countries

31. Association of Southeast Asian Nations (ASEAN) aims to accelerate economic growth, stability, social progress and cultural development in the spirit of equality and partnership to strengthen prosperous and peaceful community along Southeast Asian Nations. Which of the following countries is not a member of ASEAN?

121 Hong Kong

122 Philippines

123 Singapore

124 Thailand

32. It is a law in the Philippines that aims to address legal issues concerning online interactions and harmful internet behavior in the Philippines. It aims to prevent and punish cybercrime in the country.

125 Cybersquatting

126 Cybercrime Act

127 Cybercrime Prevention Act

128 Cyber Identity Theft Act

33. _____ waste breaks down into natural components and can be recycled into the life cycle naturally.

129 Bio-chemical

130 Recyclable

131 Biodegradable

132 Non-biodegradable

34. The following are examples of non-biodegradable waste except:

133 Plastics

134 Metals

135 Styrofoam

136 Papers

35. It is a project of DOST for more accurate, integrated and responsive disaster prevention and mitigation system especially in high-risk calamity areas of the Philippines.

137 PAGASA

138 I am Ready

139 DOST-Advanced Disaster Program

140 Project NOAH

36. PAGASA is the official government agency for weather forecasting, flood control, astronomical observations, and time service. PAGASA stands for _____?

141 Philippine Atmospheric Geographical and Astronomical Services Administration

142 Philippine Atmospheric Geophysical and Astronomical Services Administration

143 Philippine Atmospheric Geological and Astronomical Services Association

144 Philippine Atmospheric Geophysical and Astronomical Services Association

37. PHIVOLCS is a branch of DOST to moderate disasters that may arise from volcanic

eruptions, earthquakes, tsunami and other related geotectonic phenomena in the Philippines. What is PHIVOLCS?

145 Philippine Institute of Volcanology and Seismology

146 Philippine Institute of Volcanic and Seismic Services

147 Philippine Institute of Volcanic and Seismology Services

148 Philippine Institute of Volcano and Seismic System

38. Which of the following is a renewable source of energy?

149 Geothermal energy

150 Solar energy

151 Wind energy

152 All of the above

39. It is a process by which thermal radiation from the earth's surface is absorbed by atmospheric greenhouse gases and is re-radiated in all directions.

153 Global Warming

154 Greenhouse Effect

155 Ozone Layer

156 Solar Radiation

40. USB is an industry standard that connects computers and electronic devices like keyboards, digicams, portable media devices, disk drivers, smartphones, and network adapters to any computer. USB stands for?

157 Unit Serial Box

158 Unit Serial Bolt

159 Universal Serial Bin

160 Universal Serial Bus

FREE ANSWER KEY

Civil Service Exam 2016 Free Answer Key:

English Grammar and Correct Usage Test Answers:

- 1 (1) After the straight exam, I felt so exhausted and famished to eat my favorite foods.
- 2 (4) would
- 3 (3) searching
- 4 (4) My
- 5 (2) feet
- 6 (3) know
- 7 (3) its
- 8 (4) has written
- 9 (2) hypotheses
- 10 (3) witnessed
- 11 (4) Don't
- 12 (2) painted
- 13 (4) weakening
- 14 (2) hopeful
- 15 (4) disagree
- 16 (2) information
- 17 (2) sheep
- 18 (4) forgotten
- 19 (4) crashed
- 20 (4) hidden

English Vocabulary Answers:

- 21 (3) uncertain
- 22 (2) threatening

- 23 (4) inclined
- 24 (1) resolute
- 25 (2) useless
- 26 (1) pretentious
- 27 (2) weird
- 28 (3) secret
- 29 (1) brief
- 30 (2) vulgar
- 31 (2) ecstasy
- 32 (2) teaser
- 33 (3) maze
- 34 (3) worldly
- 35 (2) fondness
- 36 (4) outdated
- 37 (1) lively
- 38 (3) assertive
- 39 (4) excessive
- 40 (1) disorganized

Correct Spelling and Idiomatic Expressions Answers:
--

- 41 (2) let out a secret
- 42 (3) accusing the wrong person
- 43 (4) weak spot
- 44 (1) very expensive
- 45 (3) born into a very rich family
- 46 (1) doesn't want to put all resources in one possibility
- 47 (2) he feels nervous
- 48 (4) forget the past quarrel
- 49 (2) Don't make plans for something that might not happen.

50 (3) joined the new trend and bought iphones

Analogy and Logic Answers:

51 (2) rock

52 (3) electricity

53 (1) selfish

54 (2) behavior

55 (4) fish

56 (2) opera

57 (1) Chemistry

58 (2) merchandise

59 (3) agreement

60 (1) whisper

61 (2) sheep

62 (2) candidacy

63 (1) delay

64 (3) meeting

65 (4) pony

66 (2) stone

67 (1) sculptor

68 (3) mortar

69 (4) Paintings

70 (2) weapon

71 (2) counsel

72 (3) blueprint

73 (2) cells

74 (3) keyboard

75 (1) property

Reading Comprehension Answers:

- 76 Boracay, a Blessed Island
- 77 That Flight MH370's disappearance is still a mystery
- 78 The Demand of Flappy Bird Game
- 79 Global Climate change and its effects are occurring and are likely to increase over time.
- 80 Because it protects and secures not only our online accounts but also our online activities.
- 81 The importance of Search Engine Optimization
- 82 Unemployment rate in the Philippines is seriously increasing
- 83 Forks, Washington
- 84 Confusion
- 85 Filipinos are now willing to open different investments.

Paragraph Organization Answers:

- 86 (3) CDAB
- 87 (2) BADC
- 88 (2) ADBC
- 89 (1) DCBA
- 90 (4) BCAD
- 91 (4) CBDA
- 92 (3) DBCA
- 93 (2) BDCA
- 94 (1) ACBD
- 95 (4) CADB

Numerical Reasoning Correct Answers with Solutions and Explanations:

- 96 (2) next number in the sequence is 3. Notice that the numbers in the pattern were

divided by 3 to get the next number. Therefore, you divide 2187 by 3 you'll get 729, then the next and so on.

97 (3) 81 – you can get this by squaring the numbers ($1 \times 1 = 1$), ($2 \times 2 = 4$), ($3 \times 3 = 9$) and so on...

98 (4) -144 – subtract the 3rd and 1st to get the 2nd number, do the same to the next 3 sets

99 (1) IR KP – Use the equivalent ascending and descending letters in the alphabet

100 (2) P15625 – the pattern is the next 2 letters from the alphabet and the number multiplied by 5 to get the next one...

101 (2) -9 – positive + negative numbers is to subtract them and follow the sign of the bigger number

102 (3) 124 – positive – negative numbers is to change the sign of the subtrahend and follow the rules in addition

103 (1) 198 – multiplying numbers with similar signs = positive

104 (1) -100 – already explained

105 (1) -80 – dividing numbers with different signs = negative

106 (4) $\frac{3}{4} + 5\frac{1}{2} + \frac{1}{3}$ – simplify the fractions given and convert the mixed number into improper fraction

107 (3) LCD is 16 – the denominators are: 8, 4 and 16

108 (3) GCF is 18 since 36 and 64 are divisible by 18, 9, 6, 3

109 (3) the answer is 3 because $\frac{1}{2} + 2 + \frac{1}{2} = 3$

110 (2) the answer is $\frac{6}{27}$ simplified into $\frac{2}{9}$

111 (4) you will get 6 if you cross multiply the fractions

112 (1) .0075 because $\frac{3}{4}$ is 75 percent or $\frac{75}{100}$

113 (4) $\frac{3.4}{100}$ because percent is $\frac{n}{100}$

114 (2) .25 because it is the same as $\frac{25}{100}$

115 (2) 5:4 because is is $\frac{1}{2}$ divided by $\frac{2}{5}$

116 (2) 2,120,000 because 10 to the 6th power is in million

117 (1) 2,500,000 because it is $25 \times 100,000$

118 (3) $x = -3$ because $5(-3) + 25 = 10$

119 (4) $y = 2$ because $4(8) - 2(2) = 28$

120 (1) $x = 9$ because $2(9) + 4(8) = 50$

121 (4) 5 years old – to get it, make a table and derive the equation:

Let x be Sam's age:

Write the new relationship in an equation using the ages in 5 yrs.

	<i>age now</i>	<i>age in 5 yrs</i>
Kit	$2x$	$2x + 5$
Sam	x	$x + 5$
Cara	$x - 5$	$x - 5 + 5$

In 5 years, Kit will be three times as old as Cara.

$$2x + 5 = 3(x - 5 + 5)$$

$$2x + 5 = 3x$$

$$x = 5$$

Sam is now 5 years old.

27. (3) 8 years old – again solve it by making a table and derive the equation:

Let x be James's age now. Add 2 to get the ages in 2 yrs.

	<i>age now</i>	<i>age in 2 yrs</i>
James' dad	$5x$	$5x + 2$
James	x	$x + 2$
Sara	$\frac{1}{2}x$	$\frac{1}{2}x + 2$

Write the new relationship in an equation using the ages in 2 yrs.

In two years, the sum of their ages will be 58.

$$5x + 2 + x + 2 + \frac{1}{2}x + 2 = 58$$

$$5x + x + \frac{1}{2}x = 58 - 2 - 2 - 2$$

$$6\frac{1}{2}x = 52$$

$$x = 8$$

James is now 8 years old.

29. (2) 360 miles Solution: $D = 50(2) + 4(65) = 360$ miles

30. (1) Original price is P3,062.50

To get it, simply divide P2450 by 80%

Math is never difficult to those who master the basic concepts and logic in Math. – FehI Dungle

Clerical Operations / Clerical Reasoning Answers:

122 (4) Human Resource Department

123 (3) Outlook

124 (2) Fax machine

- 125 (2) Treasurer
- 126 (1) Cashier
- 127 (1) 4,2,1,3
- 128 (4) Credit Card Number of the customer
- 129 (4) Alphabetic
- 130 (2) His Excellency President Benigno Aquino III
- 131 (2) Her Majesty Queen Elizabeth II
- 132 (3) A copy saved in a computer and sent through email
- 133 (3) Curriculum Vitae
- 134 (3) Accounts Payable and Receivable
- 135 (4) Internal and External Auditing
- 136 (2) Chief Executive Officer
- 137 (1) Marketing and promotion for customers
- 138 (4) BCDA
- 139 (1) DABC
- 140 (3) 12% of gross sales
- 141 (3) Billing section
- 142 (4) Sales invoice
- 143 (1) Form 137
- 144 (3) Answer the phone politely and give your department or company name.
- 145 (4) Business letter in a paper
- 146 (2) Copy furnished

Philippine Constitution, General Information, Current Events Answers:

- 147 (3) Legislative, Executive, Judicial
- 148 (3) 14
- 149 (2) President Benigno Aquino III
- 150 (1) President of the Philippines
- 151 (1) Congress of the Philippines

152 (4) 24

153 (4) 6 years

154 (4) 6 years

155 (1) 3 years

156 (1) Lands and buildings

157 (1) Two-thirds

158 (2) Bill of Rights

159 (3) No ex post facto law or bill of attainder shall not be enacted.

160 (4) All of the above are true.

161 (1) Suffrage

162 (4) Power to Impeach

163 (1) Police Power

164 (2) power of Eminent Domain

165 (3) power of Taxation

166 (1) Commission on Civil Rights

167 (3) Accountability

168 (2) House of Representatives

169 (4) Code of Conduct and Ethical Standards for Public Officials and Employees

170 (3) Accept gifts from the public upon prioritizing their queries.

171 (4) Petition

172 (2) Plebiscite

173 (1) Referendum

174 (2) Responsible Parenthood and Reproductive Health Law

175 (2) World Health Organization

176 (2) Asia Pacific Economic Cooperation

177 (1) Hong Kong

178 (3) Cybercrime Prevention Act

179 (3) Biodegradable

180 (4) Papers

181 (4) Project NOAH

182 (2) Philippine Atmospheric Geophysical and Astronomical Services Administration

183 (1) Philippine Institute of Volcanology and Seismology

184 (4) All of the above.

185 (2) Greenhouse Effect

186 (4) Universal Serial Bus