

DECIMAL CONVERSION
MANUAL

EFFECTIVE DATE	25.3.66
REFERENCE	3.2.3
SUPERSEDES	

Test 3, Form BDC.11-3

Place a check mark for each of the following key letters listed.

D. E. M. N. P. Q.

Add all other (WRONG) key letters listed. Subtract this amount from the number of check marks (CORRECT ANSWERS) and multiply the remainder by 4.

Write this answer in the score space for Test 3.

Test 4, Form BDC.11-4

Place a check mark opposite each question that has the following words underlined:-

1. (b) More in the direction of line C.
2. (c) One right and one left hand thread.
3. (b) Increase.
4. (d) Remain the same but shift location between lines D and C.
5. (b) Be less.

Add the check marks and multiply their total by 4.

Write the answer in the score space for Test 4.

RECAP TESTS 1 - 4.

Add scores for Tests 1 - 4 and record on Form BDC.11-1. Record time for Tests 1 - 4.

Evaluation guide as follows:-

Very good	80 - 100) Time approx. 30 minutes or less.
Good	70 - 80	
Fair	60 - 70	
Unsatisfactory	0 - 60	