

Which of the of the following is a restrictive specification.

Choose all that apply

- A. A reference standard.
- B. A proprietary specification.
- C. A performance specification.
- D. A descriptive specification.

Which of the of the following is a reference standard?

Choose all that apply

- A. Steel Shapes: ASTM A36.
- B. Install following ASTM C676 requirements.
- C. Fully Loaded Deflection: $1/360$, maximum.
- D. Seismic Design Criteria: See Structural Drawings.

Which of the of the following is a quality assurance submittal?

Choose all that apply

- A. Reference Standard.
- B. Shop Drawings.
- C. Field Quality Control Test.
- D. Product Data Sheet.

Which of the of the following is a quality control submittal?

Choose all that apply

- A. Field Sample
- B. Mockup
- C. Manufacturer field inspections.
- D. Laboratory Testing Results.

Which of the of the following is a closeout submittal?

Choose all that apply

- A. Certificate of occupancy.
- B. Project record documents.
- C. Code review compliance submittals
- D. Operation and system manuals.

What should be used at the end of parent paragraph when it is necessary to link subparagraphs to the parent paragraph?


Choose all that apply

- A. Hyphen
- B. Colon
- C. Period
- D. Semicolon



Which is preferred?

Choose all that apply

- A. One of the elongated central fasteners are to be placed around the eye of the panel and bolted.
-  B. Bolt one elongated central fastener to panel eye.
- C. Place one elongated central fastener around eye of panel and bolt.
- D. None of the above.

Choose the correct ways to use Arabic numerals.

Choose all that apply

- A. 12 noon
- B. 3"
- C. .25 inches
- D. 1:00 pm

Which is preferred?

Choose all that apply

- A. Contractor shall bury the body.
- B. Owner must bury the body.
- C. Architect will bury the body.
- D. Bury the body.
- E. None of the above.



Which is preferred?

Choose all that apply

- A. Perform tests to determine strength and to establish quality.
- B. Tests shall be performed to determine strength and to establish quality.
- C. Tests shall be performed to determine strength and establish qualities.
- D. None of the above.



Illustrations should not be used in specifications.

A. True




B. False

Which is preferred?

Choose all that apply

- A. Lay brick in common bond.
- B. Contractor shall lay brick in common bond.
- C. Brick must be laid in common bond.
- D. None of the above.

 The most effective writing sequence for an individual specification section:

- A. PART 2 – PRODUCTS, PART 1 – GENERAL, PART 3 - EXECUTION
-  B. PART 2 – PRODUCTS , PART 3 - EXECUTION, PART 1 – GENERAL
- C. PART 1 – GENERAL, PART 2 – PRODUCTS , PART 3 – EXECUTION
- D. PART 1 – GENERAL, PART 3 - EXECUTION, PART 2 – PRODUCTS

 The following statement is correct:

Capitalizing the initial letter of certain specific nouns and proper names defined in the conditions of the contract is not appropriate.

A. True

 B. False

Which is preferred?

Choose all that apply

- A. Maintain pneumatic equipment above 40 degrees F (5 degrees C).
- B. Apply coating with pneumatic equipment when it is above 40°F.
- C. Apply coating when ambient temperature is above 40 degrees F (5 degrees C).
- D. None of the above.

What is the correct definition of *ensure*?

Choose all that apply

- A. Issue or procure an insurance policy
- B. Give confidence to or convince a person of something
- C. Make certain in a way that eliminates the possibility of error

Why are *amounts* not typically in specifications?

Choose all that apply

- A. They are linear measurements
- B. They state the volume of liquids
- C. They describe the dollar value
- D. All of the above

When should Division 02 through 49 be written?

- A. Concurrently with Division 01
- B. Before finalizing Division 01
- C. After Division 01 is finalized
- D. Before initiating Division 01

Which is preferred?

Choose all that apply

- A. Install bathroom accessories to be purchased under an allowance.
- B. Install bathroom accessories purchased under allowances specified in Section 012100.
- C. Contractor shall install bathroom accessories which are to be purchased under an allowance.
- D. None of the above.

What symbols should not be used in specifications?


Choose all that apply

- A. %
- B. °
- C. +
- D. “”
- E. x
- F. /
- G. ()



Which is preferred?

Choose all that apply

- A. One of the elongated central fasteners are to be placed around the eye of the panel and bolted.
-  B. Bolt one elongated central fastener to panel eye.
- C. Place one elongated central fastener around eye of panel and bolt.
- D. None of the above.

The use of x for by, as in 2×4 and % for percent is not encouraged but is acceptable.

- A. True
- B. False

Which of the statements below is correct?

Choose all that apply

- A. ASHRAE
- B. Abbreviations should be limited to five or fewer letters.
- C. When in doubt, spell it out.
- D. Ensure abbreviations are consistent between the drawings and the specifications.

Which sentence is not imperative?

Choose all that apply

- A. Spread adhesive with notched trowel.
- B. Install equipment plumb and level.
- C. Apply two coats of paint to each exposed surface.
- D. All sentences are in imperative mood.

Why are *amounts* not typically in specifications?

Choose all that apply

- A. They are linear measurement
- B. They state the volume of liquid
- C. They describe the linear value
- D. All of the above

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