Chipola College

TABE
Study Guide
Test of Adult Basic Education

Published by
The Testing Center
**Why:** The TABE meets the State of Florida requirements for an entry-level examination within the first six weeks of admissions to a Workforce Development Program.

**What:** Test of Adult Basic Education (TABE).

**Where:** Testing Center, Building A, Room 149

**When:**
- Mon & Wed 8:00 a.m. – 1:00 p.m.
- Tues & Thur 8:00 a.m. – 5:00 p.m. *

**Cost:** There is no fee for students enrolled in or seeking enrollment in a Chipola Workforce Development program, but a **current photo ID is required**. For non-students, the fee is $10.00.

*Extend hours are available in Fall & Spring only. The Testing Center closes at 4:30 during Summer I & II.
The reading portion of the TABE evaluates the students' mastery of the following skills:

- Interpreting Graphic Information
- Understanding Words in Context
- Recalling Information
- Constructing Meaning
- Evaluating/Extending Meaning

**Interpreting Graphic Information:**
Graphic information is information displayed in drawings, maps, graphs, or charts. (The graphic information portion of the test also includes questions related to the use of reference sources.)

Answer these questions related to using reference sources.

1. A map showing the boundaries of your area code would most likely be found in:
   A. world atlas
   B. travel guide
   C. phone book
   D. business directory

2. Which of these sources would probably provide the most reliable up-to-date information about laws governing the use of copyrighting materials?
   A. The website for the U.S. Copyright Office
   B. The website for the Center for Business Ethics
   C. A monthly magazine titled *Authors and Publishers*
   D. A book titled *A History of U.S. Copyright Law*

**Words in Context:**
The situation or background that gives meaning to a word is its context. The meaning of the word depends on the context in which it appears.

Read this paragraph about resumes.

The resume—a typewritten summary of your education and work history—is often your first foot in the door when you're looking for a job. The resume plays its most important role during the initial screening process, when the employer needs to assess your qualifications quickly to determine whether to grant you an interview. Resumes may be read for only 15 seconds or less during such preliminary screenings.
3. Reread the sentence containing the underlined word **assess**. In that sentence, **assess** means the same as
   A. charge
   B. assign
   C. demand
   D. evaluate

4. Reread the sentence containing the underlined word **preliminary**. In this context, **preliminary** means about the same as
   A. elaborate
   B. introductory
   C. contradictory
   D. inconsequential

**Recalling Information:**
To recall information means to remember information and use it after you read it.

Dylan’s car battery is dead, so he asks a neighbor to help him start his car using jumper cables. The following instructions come with the cables. Read the instructions and use them to answer each question below.

**Attaching and Detaching Jumper Cables**

a) Connect one red (positive) clamp to positive (+) post of the "dead" battery terminal.
b) Connect remaining red clamp to positive (+) post of the "good" battery.
c) Connect one black (negative) clamp to negative (-) post of "good" battery.
d) Connect remaining black clamp to engine block of stalled car, as far away from the battery as possible.
e) Start car with good battery and let idle for 15-30 seconds. Then start stalled car and immediately remove clamps, reversing procedure by removing clamps at engine block first.

5. According to what you read, which of these should be done last?
   A. Remove negative clamp from the engine block of stalled car.
   B. Remove positive clamp from the good battery.
   C. Remove positive clamp from positive post of the dead battery.
   D. Remove negative clamp from negative post of the good battery.

6. According to the instructions, which of the following should be done first?
   A. Start car with the dead battery.
   B. Start car with the good battery.
   C. Remove all clamps.
   D. Let engine idle.
**Constructing Meaning:**
You construct meaning from what you read when you figure out the main point, compare facts, or draw conclusions about the people or characters described.

Here is a paragraph from Jane Addams' autobiography, *Twenty Years at Hull House*. In this paragraph, Addams remembers an incident from the settlement house's first existence.

We were also early impressed with the curious isolation of many of the immigrants; an Italian woman once expressed her pleasure about the red roses that she saw at one of our receptions in surprise that they had been "brought so fresh all the way from Italy." She would not believe for an instant that they had been grown in America. She said that she had lived in Chicago for six years and had never seen any roses, whereas in Italy she had seen them every summer in great profusion. During all that time, of course, the woman had lived within ten blocks of a florist's window; she had not been more than a five-cent car ride away from the public park; but she had never dreamed of faring forth for herself, and no one had taken her. Her conception of America had been the untidy street in which she lived and had made her long struggle to adapt herself to American ways.

7. That the Italian woman had not seen roses in six years is evidence of
   A. her preference for Italian roses
   B. her reluctance to leave her home
   C. how expensive store-bought flowers were
   D. how difficult it was to grow roses in Chicago

8. In this passage, Addams emphasizes the contrast between
   A. the woman's dreams and her actual waking life
   B. what the woman says and what she actually does
   C. the woman's memories of Italy and her actual experience in Italy
   D. what the woman perceives about America and what is actually the case

**Evaluating/Extending Meaning:**
As you read, you evaluate by forming opinions about what you are reading. When you read a story, consider metaphors and symbols to discover and understand the purpose of the story.

Read the following paragraph about Dr. Martin Luther King, Jr.

Hardly a year after Martin Luther King, Jr. and his wife Coretta arrived in Montgomery, Alabama, a weary seamstress, named Rosa Parks was arrested for disobeying a bus driver's orders to give up her seat for a white passenger. The incident ignited the long-smoldering resentments of Montgomery's persecuted black citizens. Soon afterward, the black leaders of Montgomery formed the Montgomery Improvement Association (MIA) and asked Dr. King to lead their protest movement.
9. Read this sentence from the paragraph again.

The incident ignited the long-smoldering resentments of Montgomery's persecuted black citizens.

In this sentence, the author compares the sentiments of Montgomery's black citizens to
   A. a slow-burning fire
   B. a high-energy laser
   C. a rapidly advancing wave
   D. a defiantly rebellious prisoner

10. Choose the phrase that best completes this generalization about the Rosa Parks incident:

For Montgomery’s black citizens, Rosa Parks’ arrest was
   A. a needle in a haystack
   B. a taste of their own medicine
   C. the light at the end of the tunnel
   D. the straw that broke the camel's back
MATH TABE STUDY GUIDE

Fraction Checkup

1. \[ \frac{2}{3} + 2 \frac{1}{2} = \]

2. \[ 2 \frac{5}{8} - 2 \frac{5}{16} = \]

3. \[ \frac{9}{12} \times 4 = \]

4. \[ \frac{12}{5} \div \frac{7}{12} = \]

Decimal Checkup

1. \[ 22.345 + 0.3465 + 5.23 = \]

2. \[ 13.542 - 7.04 = \]

3. \[ 1.05 \times 1.03 = \]

4. \[ 0.18 \div 0.06 = \]

Percent Checkup

1. \[ 0.5\% \text{ of } 20 = \]

2. \[ \text{What percent of } $5.00 \text{ is } $0.50? \]

3. \[ 10\% \text{ of } = \$2.15 \]

4. \[ 0.5\% \text{ of } = 10 \]
Integer Checkup

1. $-30 + (-10) = \underline{\hspace{2cm}}$

2. $|300 - 600| = \underline{\hspace{2cm}}$

3. $-3 \times -5 \times -2 = \underline{\hspace{2cm}}$

4. $-35 \div -35 = \underline{\hspace{2cm}}$

Algebraic Operations Checkup

1. $(2^2)^4 = \underline{\hspace{2cm}}$

2. $12z - 3(z - 6) = \underline{\hspace{2cm}}$

3. $(x - 2)(x - 8) = \underline{\hspace{2cm}}$

4. $\frac{12a^2 - 6a}{3a} = \underline{\hspace{2cm}}$
Language TABE Study Guide

The language portion of the TABE evaluates the student's mastery of the following:

- Usage
- Sentence Formation
- Paragraph Development
- Capitalization
- Punctuation
- Conventional Writing

Usage:
Usage refers to the way we use words in speaking and writing. Read each sentence in the following examples. Find the sentence that is complete and demonstrates proper usage.

1. A. Both Jonathan and Laura like to cook its own dinner and help in the house.
   B. Whoever has my casserole dish should return it to me immediately.
   C. Every one of these dishes should go in the refrigerator, but all of it won't fit.
   D. Tom and his sister couldn't hide her surprise when the winners were announced.

2. A. Workers often transfers equipment between departments.
   B. Supplies and machinery are ordered by each department.
   C. Unauthorized equipment transfers was made by several employees.
   D. Even managers needs to ask for a stock transfer form.

Sentence Formation:
A sentence is a group of words that provides a complete idea. A sentence does not have to be long, but it must contain a subject and a predicate.

Choose the sentence that is complete and shows the correct capitalization and punctuation.

3. A. When we visit the city next week, we'll see a movie and go out to dinner.
   B. Everyone met at Debbie's house then we took Leo's van into the city.
   C. A few days off work to stay home and relax.
   D. Planning to celebrate the holiday with friends.
Read the underlined sentences. Choose the sentence that best combines those sentences into one.

4. Very upset, Angela pushed the cart down the aisle. Angela pushes the cart toward the check-out stand.

A. Angela, who pushed the cart down the aisle very upset, pushed it toward the check-out stand.
B. Angela pushed the cart down the aisle, and very upset she pushed the cart toward the check-out stand.
C. Very upset pushing the cart down the aisle, Angela pushed the cart toward the check-out stand.
D. Angela, who was very upset, pushed the cart down the aisle toward the check-out stand.

**Paragraph Development:**
A paragraph is a group of sentences that are written about a single thought or idea. A good paragraph has one sentence that gives the main idea, followed by other sentences that support that idea.

Choose the best topic sentence for the paragraph below.

5. They are thoroughly washed before being submitted to a high-pressure steam cleaning to kill the bacteria. Then they are sterilized again before being sent to surgery, where they are handled with great care. This has prevented many infections.

A. Bio-technicians are responsible for cleaning and sterilizing surgical instruments.
B. Surgical instruments undergo a complicated cleaning process.
C. Sterilization eliminates organisms that can cause infection.
D. The cleaning process in surgery is extremely important and should be done with great care.

Select the sentence that best completes the paragraph.

6. Before Maria paints a house, she washes the area to be painted. Next she scrapes away any remaining loose paint. Then she applies a coat of primer to all the exposed wood and metal. After taping off the trim and window areas, she is ready to apply the paint. Finally, after painting the trim, the project is complete.
A. Sometimes she finds that two coats of paint are necessary.
B. Painting the trim is frequently the most time-consuming task.
C. She is very careful to avoid window and door areas that may leak.
D. Primer also must be applied to dark areas that will require lighter paint.

**Capitalization:**
Capitalization refers to the rules used for mixing capital letters and lower case letters in writing.

Look at the following sentence. Select the answer choice that shows the correct capitalization.

7. Mark read *A Tale of two cities* by Charles Dickens.
   A. A Tale of two Cities
   B. A tale of two cities
   C. A Tale of Two Cities
   D. Correct as it is

**Punctuation:**
Writers use punctuation to separate words into sentences and to help make meanings clear.

Examine the following sentences. Find the sentence that is complete and punctuated correctly.

8. A. The teller took my money counted it sealed the bill, and gave it to me.
   B. When I get on the bus, I like to read a magazine, a newspaper, or, a book.
   C. My Friday errands include going to the bank, the dry cleaners, and the grocery store.
   D. Let's see the movie you mentioned on Wednesday Thursday or Sunday.

**Conventional Writing:**
Writing conventions are the rules and customs we follow when writing. These conventions act as important codes for readers. Rules regarding when to use an apostrophe (’), how to punctuate quotations (“””), and the proper format for addresses, business letters, and personal letters are all writing conventions.

Find the sentence that is complete and punctuated correctly.

9. A. She waited nervously in the dentists office.
   B. Two years' have gone by since your last checkup.
   C. Claude had a toothache and was'nt getting much sleep.
   D. The receptionist entered all the patients' names into the computer.
Examine the following group of sentences. Find the sentence that is punctuated correctly.

10. A. Did you say that this is your’s or mine?
    B. Aren’t those seat’s reserved for Pedro and Elsa?
    C. Why don’t you sit down and make yoursele’s comfortable?
    D. Isn’t the guest of honor’s seat at the head of the table?

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