



(These items were developed by teachers for the Technical Skills Assessment. Below is a sample item for each program standard.)

Question 1 of 8

Which negative element does NOT impact credit history?

- A) High debt to income ratio
- B) High credit balances
- C) Late payments
- D) Limited savings

Question 2 of 8

Assets, liabilities, and owner's equity are three main parts of what financial document?

- A) Income statement
- B) Balance sheet
- C) Cash flow statement
- D) Net worth statement

Question 3 of 8

Which element should NOT be included in a marketing plan?

- A) Strategic direction
- B) Target consumers
- C) Staffing chart
- D) Product mix

Question 4 of 8

What does the Bureau of Labor Statistics use to measure inflation?

- A) Unemployment rate
- B) CPI
- C) GDP
- D) GDP per capita

Question 5 of 8

What is the impact of an ergonomic workplace on the productivity of the workforce?

- A) Decreases
- B) No impact
- C) Increases
- D) Unmeasurable

Question 6 of 8

Which information is LEAST likely to be considered when formulating a project plan?

- A) Project budget
- B) Personal financial statements
- C) Timeline of the project
- D) Risks involved to organize the project

Question 7 of 8

Mrs. Johnson's total earnings for the pay period are \$1,479.00. If the Social Security tax rate is 6.2%, what is her Social Security tax deduction?

- A) \$91.70
- B) \$916.98
- C) \$62.70
- D) \$1,485.20

Question 8 of 8

What is the correct order of steps in composing an effective email from a company to a vendor?

- A) Open new email, complete heading information, construct message, send
- B) Open new email, complete heading information, construct message, proofread, send
- C) Open new email, construct message, list email subject, send
- D) Open new email, add recipient's address, list email subject, construct message, send

Business Management Sample Test Answer Key

Question	Answer
1.	D
2.	B
3.	C
4.	B
5.	C
6.	B
7.	A
8.	B