



TABE Preparation Guide

ADMISSION PROCEDURE

It's as easy as this:

- 1** Complete Individual Student Record Form (ISRF).
- 2** Achieve Minimum Required Score On The Test Of Adult Basic Education (TABE).
- 3** Apply For The Free Application For Federal Student Aid (FAFSA) Online.
- 4** Schedule A Financial Aid/Enrollment Meeting With Our Financial Aid Office.

Forms & Information can be found @
www.ocmboces.org/adulted



MINIMUM SCORES REQUIRED ON THE TEST OF ADULT BASIC EDUCATION (TABE)

TRAINING PROGRAM	TUITION*	GRADE EQUIVALENT	
		READING	MATH
Central Sterile Processing Technician	\$8,222	10.0	8.9
Cosmetology	\$11,212	8.9	7.0
Construction Trades	\$9,014	8.9	8.9
Dental Assisting	\$9,166	10.9	8.9
Electrical Maintenance Technician	\$10,160	10.0	10.0
HVAC/R Technician	\$8,714	10.0	10.0
Practical Nursing**	\$14,716	-	-
Medical Assisting	\$8,508	10.9	8.9
Office Technology	\$8,518	10.0	8.9
Welder/Fitter	\$9,734	10.0	10.0

* Additional fees required for books, supplies & uniforms. See pages 7-11 for specific fee estimates for each full-time program.

** PN program: TEAS test (Test of Essential Academic Skills). Cost is \$75. Cost is subject to change.

Preparing for the TABE Assessment

General Information

- The Test of Adult Basic Education (TABE) is used to determine an applicant’s reading comprehension and math abilities. There are 75 multiple choice questions. This test is administered free of charge.
- The test is timed and must be completed within one hour and 10 minutes. The test includes:
 - 25 multiple choice questions in reading: 25 minutes
 - 50 multiple choice questions in mathematics: 40 minutes
- Test results are e-mailed within one week of the test date. Candidates who do not meet the required minimum scores may retest once within a three-month period.
- Test scores are valid for one year from the test date. If the start date of a program is beyond one year from the test date, candidates must retest.
- The score you receive on the TABE is only one way to measure your skills. TABE will show you the skills you have now and those you need to learn. You cannot fail the TABE assessment, but you may need to retake it to meet minimum scores.

Standard Rules for Testing

- No cell phones are allowed in testing area.
- No backpacks or personal belongings are allowed in testing area.
- Prospective students may not leave the test room during the actual test administration.
- Basic four function calculators and pencils will be provided for the Applied Math section.

Test-Taking Tips

- Be positive and do your best.
- Relax — it’s normal to be somewhat nervous before taking a test. Don’t worry!
- Be sure you can hear the instructions and understand them.
- Listen to and read the directions for each test section carefully. Ask for an explanation of the directions if you do not understand them.
- Plan your time well. Each test section is timed. Do not spend too much time on any one test question. If it takes too long to answer a question, skip it and return to it later, if time permits. First respond to all questions of which you are certain of the answer.
- Before answering a question, be sure you know what is being asked. For example, a test question might say, “Which of these is not an even number?” If you read the question too quickly, you may miss the word “not” and answer incorrectly.
- Do not read into a question something that is not there. There are no trick questions on TABE tests.
- When marking your answers on a separate answer sheet, make sure you mark the circle that goes with the answer you choose. Be sure to fill in the answer circles neatly and completely; carelessness can cause you to get a lower score. If you realize you have been marking your answers in the wrong place, let the proctor or examiner know immediately.
- Trust your instincts. If you know a lot about a subject (reading or mathematics), the first answer you select probably will be the best. When rechecking, change an answer only when you are sure that your first answer choice was wrong.
- If you are not sure how to answer a question, rule out answer choices that you know are incorrect. Then mark your best guess.

Preparing for the TABE Assessment

TABE Assessment – Units of Study

- Reading Comprehension (interpreting graphs, recall, context, evaluating meaning)
- Math Computation (decimals, fractions, integers, percents)
- Applied Math (estimation, number operations, measurement, geometry, data analysis, statistics, pre-algebra, problem solving)

TABE Review Websites

Use this QR code to take you to our ocmbores.org website for a full list of TABE review websites and links to help you prepare.



This is the website you will go to:
<https://www.ocmboces.org/teacherpage.cfm?teacher=3706>

Free Tutoring and TABE Preparation

Northside Learning Center

501 Park Street
Syracuse, NY 13203

Monday - Friday
10:00 a.m. - 2:00 p.m.
3:00 p.m. - 6:00 p.m.

Saturday
10:00 a.m. - 2:00 p.m.

Call: 315-378-4825 for scheduling conflicts/questions
Email: tabeprepnslc@gmail.com

Educational Opportunity Center (SUNY EOC)

100 New Street
Syracuse, NY 13202
Call: 315-472-0130 ext. 155 for scheduled tutoring

TABE Preparation Workbooks

TABE Fundamentals Reading — ISBN: 978-1419053566
TABE Fundamentals Math Computation — ISBN: 978-1419053597
TABE Fundamentals Applied Math — ISBN: 978-1419053580

Testing Accommodations and Foreign Diplomas

Students who have documented testing accommodations or foreign diplomas should contact the OCM BOCES Literacy office at 315-453-4672 to schedule a separate time for testing. Please arrive 15 minutes prior to your test time with photo identification.

TEST 1 – READING

The house was quiet. Everyone was asleep except Beth. She was thinking about tomorrow and her first day on the new job.

Why couldn't Beth sleep?

- f. The house was too quiet.
- g. She wanted to talk to someone.
- h. She was thinking about her new job.
- j. There were other people in the house.

Answer: h

The following is an editorial written by the editor of Food Magazine. Use it to answer the questions below it.

People are finally becoming concerned about the decline of their physical and emotional health. Today many people realize that by increasing their consumption of natural foods, rather than processed foods, they will feel better.

Leading dietitians have advocated eating the “natural way” for years and continue to emphasize the numerous advantages of eating natural foods. Natural foods are far more nutritious and contain many more vitamins than processed foods. It has been proved that natural foods contain few, if any, added chemicals or preservatives. Natural foods are not only good for you, but taste good too.

The next time you shop, buy bread made of whole-grain flour rather than bleached flour, or buy honey to use as a sweetener rather than sugar. Be sure to buy fresh fruits and vegetable whenever you have the opportunity. Take care of yourself and start eating the “natural way” today.

1. The writer of the editorial is
 - a. critical of shoppers
 - b. indignant at reports from dietitians
 - c. concerned that people should improve their health
 - d. convinced that most people will switch to natural foods
2. Which of the following is true about this editorial?
 - f. It is slanted in favor of natural foods.
 - g. It states only facts about natural foods.
 - h. It is a fair presentation of arguments for and against natural foods.
 - j. It presents inconsistent information about benefits of natural foods.
3. In comparison with other foods, the writer believes natural foods are
 - a. tastier
 - b. cheaper
 - c. more healthful
 - d. better preserved
4. Which one of the following is a fact stated in this editorial?
 - f. Natural foods contain few preservatives.
 - g. Whole-grain flour is better than bleached flour.
 - h. You will feel better if you eat natural foods.
 - j. You should buy fresh fruits and vegetables when you shop.

Answers: 1=c 2=f 3=a 4=f

Read this “Help Wanted” ad



DEMONSTRATOR & SALESPERSON
Min. age 18. Work some eves. &
wkends. Transp. Provide. Computer
knowledge desirable. Some benefits.
Sal. Negot. Commissions. For details
call Teri days at 555-9931

1. According to the ad, the employer will provide the new employee with
 - a. meals
 - b. transportation
 - c. a year-end bonus
 - d. a retirement plan
2. Which of these is probably the type of work the applicant would be hired to do?
 - f. programming a computer
 - g. processing credit applications
 - h. operating and selling a product
 - j. functioning as cashier and bookkeeper

Answers: 1=b 2=h

These questions pertain to using references sources. Read each item and then choose the best answer.

1. When you write a report, you should name your source if
 - a. the exact idea came from another person
 - b. your opinion is given in your conclusion
 - c. the facts are considered common knowledge
 - d. your report is longer than five pages
2. Which of these would be the most helpful if you were writing the final draft of a report:
 - f. an atlas
 - g. a dictionary
 - h. a card catalog
 - j. an encyclopedia
3. You can find up-to-date statistical information about most large cities in
 - a. a thesaurus
 - b. a world atlas
 - c. a current almanac
 - d. an unabridged dictionary

Answers: 1=a 2=g 3=c

TEST 2 – MATH COMPUTATION

1.

$58.17 + 26.428 =$

f. 32.245

g. 74.698

h. 84.598

j. 322.35

k. None of these
2.

$3.8 - 1.274$

a. 0.2526

b. 2.426

c. 2.526

d. 2.626

e. None of these
3.

$$\begin{array}{r} 0.82 \\ \times 0.34 \\ \hline \end{array}$$

f. 0.02788

g. 2.788

h. 27.88

j. 0.2788

k. None of these
4.

$18 \div 2 \frac{1}{4}$

a. $\frac{1}{8}$

b. $\frac{1}{2}$

c. 8

d. $40 \frac{1}{2}$

e. None of these
5.

$\frac{7}{8} \times \frac{3}{4} \times \frac{1}{3}$

f. $1 \frac{2}{5}$

g. $2 \frac{5}{8}$

h. $\frac{7}{32}$

j. $\frac{11}{96}$

k. None of these
6.

$14 \times 3 =$

a. 42

b. 17

c. 42

d. 17

e. None of these
7.

40% of 15 =

f. 6

g. 3

h. 12

j. 9

k. None of these
8.

$7 \frac{1}{2}\% \text{ of } ? = \1.50

a. \$20

b. \$2

c. \$200

d. \$0.20

e. None of these

Answers: 1=h 2=c 3=j 4=c 5=h 6=a 7=f 8=a

TEST 3 – APPLIED MATH

1.

A piece of cord 4 feet 9 inches long was divided into 3 equal parts. How long was each part?

a. 1 foot 3 inches b. 1 foot 7 inches c. 2 feet 3 inches d. 14 feet 3 inches
2.

Which number sentence is true?

f. $0.0027 < 0.027$ g. $0.027 < 0.0027$ h. $0.27 < 0.027$ j. $2.7 < 0.27$
3.

Which of these means $6n - 4 = 20$?

a. 6 less than 4 times a number is 20 b. 4 less than 6 times a number is 20

c. 6 times 4 less than a number is 20 d. 4 more than 6 times a number is 20
4.

A computer takes 0.004 seconds to solve a problem. How many problems can be solved in 6.8 seconds?

f. 0.0272 g. 1.7 h. 170.0 j. 1700.0
5.

Which of these numbers has a square root that is a whole number?

a. 18 b. 20 c. 36 d. 44
- This table shows different water conservation methods. Study the table and answer the next 4 questions using the information from the table.

	Normal Use	Conservation
Shower	Leave water running 24 gal.	Wet down, soap up, rinse off 4 gal
Washing Hands	Leave tap running 2 gal	Fill basin 1 gal
Bath	Use full tub 36 gal	Use minimal amount of water 12 gal
Washing Dishes	Leave tap running 30 gal	Wash & rinse in pan or sink 5 gal
6.

The water used when taking a bath for conservation is what percent of that used normally?

a.25% b. 33.3% c. 45% d. 66.7%
7.

The water used for a normal shower is what percent of that used for a normal bath?

f.25% g. 33.3% h. 45% j 66.7%
8.

Which of these is equal to the amount of water used in a normal shower?
(1 gallon – 3.785 liters)

a. 6.34 liters b. 9.084 liters c. 27.785 liters d. 90.84 liters
9.

If you switched from taking daily normal baths to daily water-conserving showers, approximately how much water could you save in a year?

f. between 11,500 and 12,000 gallons g. between 7000 and 7500 gallons

h. between 1400 and 1500 gallons j. between 14,500 and 15,000 gallons
10.

A newspaper reported that the population of Texas in 1980 was about 14,000,000. The actual population in 1980 was 14,229,193. To what place value was 14,229,193 rounded to get 14,000,000?

a. to the millions place b. to the thousands place c. to the ten-millions place d. to the hundred-thousands place

Answers: 1=b 2=f 3=b 4=j 5=c 6=b 7=j 8=d 9=f 10=a



OCM BOCES Adult Education

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ocmboces.org/adulted



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