

Oaktown Police–Fire Comm Center

• Call-Taker Final Test •

PSD Name _____

Date _____

1. What is the CAD command utilized to find a prior 211 case on 07/09/97 at 2242 approximately hours?
2. Indicate the command you would use to set up the bottom of your primary screen to show both unassigned, suspended, and active fire calls?
3. What is the backslash “\” used for in CAD?
4. What is the function of the F12 key in CAD?
5. How do you handle a recovery of a stolen vehicle when our agency took the initial report?
6. How do you print the 24-hour bulletin? Where would you look up the correct distribution routes for a completed bulletin?
7. Which sides of the streets are even-numbered and which are odd (north, east, south, west)?
8. When verifying an numeric address CAD displays a range of block numbers instead of accepting the address. What must be done to get CAD to accept and verify the address?
9. In which of the three fields below would you enter a common place name? Write “here” on correct line.
_____/ _____# ____
10. If the caller tells you that the same problem happened yesterday at the same address, how would you pull up the previous day’s incident without using the HF command?
11. Which two commands are used to correctly log in a new patrol team for duty?

12. Never sacrifice accuracy for speed. TRUE / FALSE
13. Where do you find the name of an officer assigned to a particular call for service?
14. Show how you would enter 5A21 on a flag down at Oakville & 9th.
15. 1A2 needs times on a call that he handled four hours prior. How would you look up this information?
16. What form would you use to request a floating holiday off?
17. What are the major cross-streets moving eastbound on Oak St. from Highway 12?
18. The DE command provides what information?
19. When is the Open Incident (OI) command used?
20. List three ways one might sign on to CAD for "job status."
21. What is the format for writing a suspect description?
22. If you are not sure of a disposition code, where would you look it up?
23. Who should you talk to when you need to call off sick for your next shift?
24. List the three types of status for events in CAD.
25. What command would you use to indicate 1A12 out on a flag down for a vehicle blocking a driveway at 9th & Oak. If the officer orders a tow, what information would you need to ask before ordering the tow?
26. Close out the following call using the correct format:
Lindy Khan, of 362 N. Wildwood, Mapletown, reports theft of cellular telephone from 200 Fern Blvd., sometime between 1400-2230. Her home phone is 555-1212.
27. What does Code 33 mean?
28. What command would be utilized to enter a disposition code without closing the event?

29. How do you attach a case number to an CAD event?
30. Who can you release home phone numbers of officers to?
31. What section of the General Order refers to the Communications Center?
32. The F3 function key performs which CAD function?
33. How do you log out of CAD?
34. The CAD "SM" command does what?
35. List two methods in which you could print the lower half of your primary screen.
36. Where are the three rapid transit stations?
37. What do the following CAD status conditions refer to?
- | | | | |
|---|-------|----|-------|
| H | ----- | S | ----- |
| A | ----- | I | ----- |
| E | ----- | B | ----- |
| O | ----- | TR | ----- |
38. How do you locate an officer's home phone number?
39. What is the command to pull up an active event?
40. How would you display a closed event?
42. The "C" command is used to do what task?
43. What does the premise code of "E" refer to?
44. If a suspect was fleeing on foot, on the 1300 block of Oak towards Fernwood, which direction would they be running?
45. Which unit handles vehicle releases between 0800-1700 and who does them after hours?
46. What is the CAD procedure to create a fire incident from an existing police incident?

47. Entering a CAD command followed by a question mark, provides which information?
48. What is the Drug Tips line answered?
49. What action does the “9” key on the CAD keyboard perform?
50. How do you print a message?
51. What does the Are You Okay computer do?
52. What function does the F2 key perform?
53. A citizen wants to make a non-injury accident report that occurred day prior. How would you handle this incident?
54. How are the seven digit emergency lines answered?
55. What is the code for a bank robbery in progress?
56. Where would you look up the Duty Command Officer schedule?
57. Oaktown Ambulance calls to request we send an ambulance to 14th & Broadway, for a heart attack. DO you take the call?
58. List three activity codes that automatically generate both a police and fire CAD incident.
59. If you are injured on the job, what must you do?
60. Which hospital in Oaktown does not have an emergency room?
61. What is the procedure for a radio alarm activation and does the time of day make any difference?
62. Which three highways run through Oaktown?
63. What function does the F4 CAD function key perform?
64. How would you handle a 911 call reporting a vehicle accident on the interstate?

65. CAD is available on which computer systems?
66. What do you do when a caller wants to report a repossessed vehicle?
67. What is the "IA" CAD command used for?
68. Where would you locate a phone number for telephone company security?
69. Explain how you would save a screen with partial call information and how would you retrieve it?
70. OSHNT stands for what?
71. What information is given on an ALI/ANI screen?
72. List the three "R's" of dispatching.
73. List two places one might find copies of restraining orders.
74. What must you do when an officer request a tow for a vehicle blocking a driveway?
75. How would you contact someone within the police station who does not have a radio?
76. Who is allowed in the communications center?
77. What police personnel must be notified after a bank robbery is confirmed?
78. Give three examples of disposition codes.
79. Give the jurisdictional boundaries of Oaktown.
80. Define the meaning of "CYMBL."
81. How do you locate an officer who is on-duty in patrol?
82. What would you ask if a caller reported a family fight in progress?
83. What is the procedure if a caller reports a bomb threat?

81. Connect the correct radio codes to their meanings.

10-9	at the station
10-36	security check on of officer
10-4	repeat your traffic
10-8	officer needs help
11-97	accident with major injuries
11-48	abandoned vehicle
11-24	acknowledge/copy
10-20	transportation
11-96	what's your location?
10-19	in service
10-7	suspicious vehicle
10-17	out of service
11-99	confidential
11-80	need fuel

82. What directions do the following streets run (north, south, east, or west)?

College Avenue	-----
Edwards Avenue	-----
San Remo Avenue	-----
Oak Avenue	-----
Parker Street	-----
Oaktown Way	-----
Illinois Street	-----
4th Street	-----
Maple Avenue	-----
Cedar Street	-----
MLK Jr. Way	-----
Union Avenue	-----
Fernwood Avenue	-----

83. Where would you find the call-out procedures for the OSHNT team?

84. What are you required to do after receiving a 911 hang-up call?

85. What is the badge number for the Chief of Police?

86. What is the call-sign for the Identification Technician?

87. What is the telephone number of Public Works?

88. Where is the address of the police department substations?
89. Can a person report a non-injury, hit-and-run report over the phone?
90. What is the beeping sound on the phone lines?
91. How do you clear your primary CAD screen in order to enter a call for service?
92. What do we use to communicate over the phone to the deaf?
93. What is the maximum amount of recovery time you are allowed to accumulate?
94. Where do you look up the name of the Mayor of Oaktown?
95. Who takes incidents on the Valley College campus?
96. What is a DVA?
97. How do you make an emergency break-through to a busy phone number?
98. Who is the Chief of Police?
99. Who is in charge of the Communications Center?
100. According to the police department policy, under what circumstances can an officer pursue a vehicle?