HMCT Practical Exercise

Preemployment

# Part 1/2 – Choose Topics

**Instructions:** Choose relevant and comparison topics for the test. Recommendation: use the same topics chosen for the MCT practical exercise. Select from the suggested topics below, if needed. Follow the guidelines for choosing good test topics.

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| **R1** |  |
| **R2** |  |
| **R3** |  |
| **R4 (comparison)** |  |

**Suggested Relevant Topics (R1, R2, R3)**

* Commit a sex crime
* Commit an act of domestic violence
* Scamming
* Steal any item valued over ? amount
* Steal from a previous employer (over ? amount)
* Fired or suspended from a previous job
* Divulging confidential information at a previous job
* Accept or offer bribes at a previous job
* Fraud at a previous place of employment

**Suggested Comparison Topics (R4)**

*Law Enforcement:*

* Ties to gangs or organized crime
* Illegal arms trafficking
* Human trafficking
* Sabotage
* Espionage
* Exchange counterfeit money

*Commercial:*

* Exchange counterfeit money at work
* Human trafficking
* Ties to gangs or organized crime
* Violent crime
* Identity theft

# Part 2/2 – Write Statements

**Instructions:** Write the statements for the relevant and comparison topics by altering the text shown in blue below in the left column. The example text in gray will show one example of a true and false statement per topic but all blue statements should be different – DO NOT copy the gray text. The purpose of this exercise is to test your current skill and understanding of the training materials so please do not copy example text from any of the training presentations.

*Please consider the following when writing your statements:*

* *Include 3 NO, 1 YES, 4 TRUE and 4 FALSE statements for each topic*
* *All statements must be unique*
* *Balance – all statements should be roughly the same length*
* *Each topic statement refers to the same action or behavior in corresponding topic paragraphs from instructions*
* *Keep it simple – do not use confusing wording or include spelling or grammatical errors*
* *Include time frames and other qualifiers from the pre-test instructions*

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| **R1 - No** | **Example** |
| **Have you …?** | Have you used illegal drugs in the past 2 years? |
| **Did you…?** | Have you used illegal drugs in the past 2 years? |
| **Are you guilty of…?** | Have you used illegal drugs in the past 2 years? |

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| **R1 - Yes** | **Example** |
| **Have you…?** | Have you avoided using illegal drugs in the past 2 years? |

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| **R1 - False** | **Example** |
| **I admit...** | I am guilty of using illegal drugs during the past 2 years. |
| **I am guilty of...** | I am guilty of using illegal drugs during the past 2 years. |
| **I have...** | I am guilty of using illegal drugs during the past 2 years. |
| **I have been an...** | I am guilty of using illegal drugs during the past 2 years. |

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| **R1 - True** | **Example** |
| **I have not...** | I have not used any illegal drugs during the past 2 years. |
| **I have avoided...** | I have not used any illegal drugs during the past 2 years. |
| **I am innocent of...** | I have not used any illegal drugs during the past 2 years. |
| **I have never...** | I have not used any illegal drugs during the past 2 years. |

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| **R2 - No** | **Example** |
| **Have you …?** | At a previous employer, did you bribe someone? |
| **Did you…?** | At a previous employer, did you bribe someone? |
| **Are you guilty of…?** | At a previous employer, did you bribe someone? |

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| **R2 - Yes** | **Example** |
| **Are you…?** | Are you innocent of acts of bribery at a previous employer? |

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| **R2 - False** | **Example** |
| **I admit...** | I have participated in acts of bribery at a previous job. |
| **I am guilty of...** | I have participated in acts of bribery at a previous job. |
| **I have...** | I have participated in acts of bribery at a previous job. |
| **I have been an...** | I have participated in acts of bribery at a previous job. |

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| **R2 - True** | **Example** |
| **I have not...** | I never participated in acts of bribery at a previous employer. |
| **I have avoided...** | I never participated in acts of bribery at a previous employer. |
| **I am innocent of...** | I never participated in acts of bribery at a previous employer. |
| **I have never...** | I never participated in acts of bribery at a previous employer. |

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| **R3 - No** | **Example** |
| **Have you …?** | Have you committed a serious crime as an adult? |
| **Did you…?** | Have you committed a serious crime as an adult? |
| **Are you guilty of…?** | Have you committed a serious crime as an adult? |

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| **R3 - Yes** | **Example** |
| **Have you..?** | Have you refrained from committing serious crimes as an adult? |

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| **R3 - False** | **Example** |
| **I admit...** | As an adult, I have committed a serious crime. |
| **I am guilty of...** | As an adult, I have committed a serious crime. |
| **I have...** | As an adult, I have committed a serious crime. |
| **I have been an...** | As an adult, I have committed a serious crime. |

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| **R3 - True** | **Example** |
| **I have not...** | As an adult, I have not participated in any serious crimes. |
| **I have avoided...** | As an adult, I have not participated in any serious crimes. |
| **I am innocent of...** | As an adult, I have not participated in any serious crimes. |
| **I have never...** | As an adult, I have not participated in any serious crimes. |

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| **R4 - No** | **Example** |
| **Have you …?** | Do you have any association with terrorist groups? |
| **Did you…?** | Do you have any association with terrorist groups? |
| **Are you guilty of…?** | Do you have any association with terrorist groups? |

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| **R4 - Yes** | **Example** |
| **Have you..?** | Have you refrained from committing serious crimes as an adult? |

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| **R4 - False** | **Example** |
| **I admit...** | In the past, I have worked with a terrorist organization. |
| **I am guilty of...** | In the past, I have worked with a terrorist organization. |
| **I have...** | In the past, I have worked with a terrorist organization. |
| **I have been an...** | In the past, I have worked with a terrorist organization. |

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| **R4 - True** | **Example** |
| **I have not...** | I have not had past ties to any terrorist organizations. |
| **I have avoided...** | I have not had past ties to any terrorist organizations. |
| **I am innocent of...** | I have not had past ties to any terrorist organizations. |
| **I have never...** | I have not had past ties to any terrorist organizations. |